

**9400 Condominium Board Meeting**  
**September 20, 2025 9:00AM – 10:35AM**  
**Minutes – Final**

**Call to Order (Ms. Nalley)**

The meeting was called to order by Ms. Nalley at 9:00AM. Board members present were Mr. Lampert, Mr. Vargish, Mr. Halliday, Mrs. Palini, Ms. Spencer-Smith and Mrs. Bishop.

Ms. Linebaugh and Mr. Mullinix were also in attendance.

Owners from units #806 and #1005 were in attendance.

The owners of units #803, #1206, #1208, #1504, #1606, #1607 and #1701 joined on Zoom.

**Minutes (Mrs. Bishop)**

July Board Minutes

Mrs. Bishop presented the minutes from the July 2025 Board Meeting for approval.

Motion: The Board approved the July Board Meeting Minutes (Mrs. Bishop/ Mr. Vargish) passed unanimously.

July Executive Session Minutes

Mrs. Bishop also presented the minutes from the July Executive Session for approval.

Motion: The Board approved the July Executive minutes (Mrs. Bishop/ Mr. Vargish) passed unanimously.

Virtual Budget Meeting Minutes

Mrs. Bishop also asked for approval of the virtual Budget Meeting held on August 11, 2025.

Motion: The Board approved the Budget meeting minutes (Mrs. Bishop/ Mr. Vargish) passed unanimously.

June Executive Meeting Minutes

Mrs. Bishop requested approval of the June 2025 Executive Meeting minutes for official documentation purposes.

Motion: The Board agreed to approval of the June 2025 Executive Meeting minutes (Mrs. Bishop/ Mr. Vargish) passed unanimously.

## **Concerns/Comments- Owners**

Mr. Halliday recognized the staff for quickly and efficiently taking care of issues in his unit.

Mr. Lawes asked for an idea of what the anticipated increases will be and proposed establishing fees unrelated to renters.

## **Treasurer's Report (Mrs. Palini)**

August 2025 Report

Mrs. Palini said she is organizing expenses in the appropriate accounts, as a result the cash balance looks different. She said insurance will be a big part of our expenses.

Motion: The Board approved the August Treasurer's report. (Mr. Vagish/ Mr. Halliday) Passed unanimously.

Budget 2025 – 2026

Mrs. Palini reported that we would need to increase budgeting for Maintenance in 2026 based on trends over the past three years.

## **Maintenance Manager's Report (Mr. Mullinix)**

Leak Report

Mr. Mullinix explained that there was a leak in unit #2203 from the recent rain storm and that minor mitigation was done. He also is looking into a hallway leak on the 18<sup>th</sup> floor to determine the cause.

PROCOAT

Procoat is planning to resume work the first week of October. Mr. Mullinix will follow up with the FA Taylor Engineer for plans related to safety set up.

Reserve Study

Ms. Linebaugh and Mr. Mullinix are getting records together in preparation for the study, they will attend a Zoom meeting to make sure they have all documentation needed. The reserve study is expected to take several months and should be completed by early next year.

Winter Projects

The list is long: some items include replacing caulk in the garage areas, checking into warranty coverage of repairs to the composite decking and assessing railings, decks and windows ahead of the reserve study. Depending on the results of the study and budget priorities it was mentioned to possibly repaint Owner's doors with a different color.

## **Office Manager's Report (Ms. Linebaugh)**

### **Parking**

Ms. Linebaugh mentioned this year's Building Usage Fee revenue (\$50,315) is slightly behind last years (\$52,240) but there are some big events coming up this Fall and she is hopeful.

### **Pool**

The pool will close October 1<sup>st</sup>.

### **Off Season Staff Schedules**

Ms. Linebaugh and Mr. Mullinix will continue working 5 days/ week.

Mr. Clark and Mr. Morgan will move to a reduced work week of 4 days/ week.

## **Committee Reports**

### **Building Esthetics (Ms. Spencer-Smith)**

The Fall decorations will be put up soon.

### **Social Director (Ms. Spencer-Smith)**

Ms. Spencer-Smith was happy to report the Labor Day Social came in under budget.

### **Security Director (Mr. Vargish)**

Nothing new to report; Mr. Vargish did mention the possibility of scaling back security due to fewer renters.

### **Bylaws/R&R – Secretary (Mrs. Bishop)**

Mrs. Bishop confirmed the drafts of 3 Bylaw changes will be presented for voting at the Owners Annual Meeting next year.

- 5.7 Increasing signing amounts for Management and Board Officers

- 7.1 Updating the percent of owner interest needed for Bylaw amendments

- 11.2.3 (c) Increase amount of owner responsibility of insurance deductible for damages

### **Realty – Facilitator – Sold/For Sale (Ms. Nalley)**

Ms. Nalley explained that the Town of OC will be doing inspections in rentals with the Owner present and will be repeated every 5 years. She also reported that 2025 was a slow rental season.

Lauren is the new Coastal Resorts person in the office.

There are 6 units for sale and pricing is very competitive – 8 units were sold in 2025.

Election – Facilitator – Survey – Three Board Positions 2026 (Ms. Nalley)

There will be 3 open positions next year. There are many owners with diverse talents, the Board hopes to encourage them to share these skills by applying for a Board position.

Construction- Vice President (Mr. Lampert)

Mr. Lampert is expecting to gain more information about the reserve study at the upcoming Zoom meeting.

Communications – Director – Cable-Wifi-Website (Mr. Halliday)

Mr. Halliday confirmed that Verizon signed a contract for roof antennas through 2034. Additional sources for roof antenna rentals are being explored.

He also stated the Communications Committee was advised of a 5% yearly increase with the Comcast contract - expiring in 2027. The purpose of this committee was to research internet/wifi options and they have done that; the Board will look at options and the committee will be disbanded. The Board thanks them for their work!

Insurance (Mrs. Palini)

Mrs. Palini said she built in a 10% increase of insurance but is looking at all options with our insurance carrier.

## **New Business**

None

## **Old Business**

None

## **Reminders**

Next Board Meeting

October 25, 2025 – 9:00AM in the Chesapeake Room

The meeting was adjourned (Ms. Nalley/Ms. Spencer-Smith)