

ANNAPOLIS OVERLOOK CONDOMINIUMS ASSOCIATION, INC.
BOARD OF DIRECTORS' MEETING HIGHLIGHTS
April 26, 2011

BOARD MEMBERS PRESENT:

Gregory B. Milburn, Vice President
Darlene Watkins, Secretary
Hoda M. Rafik, Treasurer
Eric Hollis, Director

ALSO PRESENT:

Angie Grimaldi, COMANCO, Inc.
Lee Irving, Recording Secretary
Edgar Rauch, Long Fence

CALL TO ORDER: The meeting was called to order at the Eastport-Annapolis Neck Branch Library, 269 Hillsmere Drive, Annapolis, MD at 6:35 p.m. by Mr. Milburn.

1) MANAGEMENT REPORT: Ms. Grimaldi distributed copies of the Management Report electronically in advance of the meeting.

2) MINUTES: The Minutes and Highlights of the March 28, 2011 meeting were unanimously approved by the Board and signed by Mr. Milburn. Ms. Grimaldi will put the Highlighted Minutes on the website.

3) POOL RULES: The Pool Rules were reviewed by the Board and unanimously approved. Ms. Grimaldi will have the Rules posted at the pool.

4) ROOF REPLACEMENTS: The Board unanimously approved the roof replacement project for 10-60 Sandstone and 10-20 Amberstone and Mr. Milburn signed the contract with Jim Riddle for \$252,000. Ms. Grimaldi reported that the work is being started this week and will be completed in 3-4 weeks. She noted that when this work is complete, all but the 10 townhome buildings, will have had the roof replaced.

5) SECURITY ENTRANCE GATE: Ms. Grimaldi reported that the entrance gate plan would have to be submitted to the City to obtain an exception to the original plans. Edgar Rauch, Project Manager for Long Fence, presented draft plans to the Board and reviewed details, considerations and options and costs. He noted that they would be swing gates, with telephone entry and residents having a clicker or card. The telephone entry requires a dedicated telephone line and an electrical connection. Permits will have to be obtained from the City. The Board discussed having one entry card per owner and charging for additional ones and the option of having the gate open during certain hours. She also stated a maintenance contract was necessary for both the entry system and the gates themselves and recommended ESSI (Electronic Security Services, Inc.). Ms. Grimaldi also suggested putting a security camera at the entrance. Before the next meeting, the Board will meet with Mr. Rauch, Ms. Grimaldi and Nate Smith on site to review the plans and measurements.

Ms. Grimaldi noted that the cost could be paid through a special assessment or put in next year's budget under security. She explained that it could not be paid out of reserves as it is not a replacement item. Ms. Grimaldi will check the by-laws as to what vote is required to pass a special assessment.

6) ANNUAL MEETING ELECTIONS: Ms. Grimaldi reported that she was attempting to contact those who had been nominated for the Board for next year and would be sending out the Annual Meeting notice.

7) NEW CONDO LAW: Ms. Grimaldi stated that a law was passed which will give community associations a priority lien over any first mortgage. She will get more details of how much may be collected and when the law goes into effect.

8) DRYER VENTS: As requested, Ms. Grimaldi will have Jim Riddle check the outside dryer vents and she will include in her notice for unit owners to check their inside dryer vents.

9) ZELKO'S SECURITY: The Board unanimously approved and Mr. Milburn signed the one-year maintenance contract with Zelko's Security for the locks at the pool & fitness center at a cost of \$24.95/month. Ms. Grimaldi will later explore having one company for the pool and entrance gate.

10) ARCHITECTURAL REQUESTS:

A. 60C Sandstone Court - Sliding door and rear windows - Approved but slider must match current color.

B. 30J Greystone Court – Replace 8 windows with more energy efficient ones - Approved

11) SETTLEMENT OFFER: The Board agreed with the recommendation of the Association's attorney and accepted the settlement offer of \$5,000 from the mortgage company of 30L Ironstone Court, in order to proceed with a short sale.

ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 8:00 p.m.

APPROVED: _____ **DATE:** _____