

ANNAPOLIS OVERLOOK CONDOMINIUMS ASSOCIATION, INC.
BOARD OF DIRECTORS' MEETING HIGHLIGHTS
July 25, 2011

BOARD MEMBERS PRESENT:

Christina Hambruch, President
Darlene Watkins, Secretary
Hoda M. Rafik, Treasurer
Eric Hollis, Director

ALSO PRESENT:

Angie Grimaldi, COMANCO, Inc.
Lee Irving, Recording Secretary

CALL TO ORDER: The meeting was called to order at the home of Darlene Watkins at 6:40 p.m. by Mrs. Hambruch.

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 May 23, 2011 meeting were unanimously approved by the Board and signed by Mrs. Hambruch. Ms. Grimaldi will put the Highlighted Minutes on the website.

3) ARCHITECTURAL REQUESTS:

- a. The request from 60C Sandstone Court to paint the patio was not approved. Ms. Grimaldi will contact the owner to explain.
- b. The request from 40I Ironstone Court for a white full view storm door from Anderson was approved.

4) ROOF REPLACEMENTS: Ms. Grimaldi reported that the roof replacements for 10-60 Sandstone and 10-20 Amberstone have been completed for a total cost of \$257,860.00. The contract cost was \$252,000.00 and 1,952 sq. ft. of sheathing was replaced at \$3.00/sq.ft. for a cost of \$5,856.00.

5) WATER/SEWER RATES: Ms. Grimaldi stated that the City of Annapolis water/sewer rates increased as of July 1, 2011 and the average quarterly bill would increase by \$78. She noted this increase will be included in next year's budget.

6) RESERVE STUDY UPDATE: Ms. Grimaldi proposed to the Board that a reserve study update be done, as it is recommended to do an update every five years. It has now been 7-10 years since the Association's last update. The Board of Directors approved the contract received from Miller-Dodson, the same company used for the last two studies. Mrs. Hambruch then signed the contract in the amount of \$3790.00

7) CONCRETE AND ASPHALT REPAIRS: Ms. Grimaldi met with two additional contractors and upon receipt of the bids, she will forward them to the Board.

8) FHA APPROVAL FOR ANNAPOLIS OVERLOOK: The Board approved the use of Pacific Lending Advisors to obtain FHA approval for the fee of \$575 with the stipulation that extra fees were not incurred or certifications ordered without the approval of Ms. Grimaldi.

9) COMMUNITY CLEAN UP DAY: Tabled for a future meeting.

10) PLAYGROUND: Tabled for a future meeting.

11) NEW FITNESS EQUIPMENT: Ms. Grimaldi stated that used equipment should not be used due to maintenance and liability issues. Further discussion was tabled for a future meeting.

12) ENTRANCE GATE UPDATE: Ms. Grimaldi reported that she had contacted Sam Brice, City Department of Public Works, who will inform her of the steps to be taken which will require the Association to take over maintenance of the street, curb and gutter from the City. Sanction from Anne Arundel County may also be required to ensure there will not be a back up of vehicles onto Forest Drive. The Board agreed for Ms. Grimaldi to pursue her work with the City and community to further this project. There was a discussion of the need to put this project into next year's budget and to increase assessments accordingly. It was estimated that the cost per month per unit could be approximately \$15.00.

13) POOL PARTY: The Board agreed to invite Mayor Josh Cohen, Alderman Matt Silverman and Gail Smith to the August 13th pool party. Ms. Grimaldi will send the invitation by email.

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

APPROVED: _____ **DATE:** _____