

ANNAPOLIS OVERLOOK CONDOMINIUMS ASSOCIATION, INC.
BOARD OF DIRECTORS' MEETING HIGHLIGHTS
SEPTEMBER 28, 2009

BOARD MEMBERS PRESENT:

Christina Hambruch, President
Gregory B. Milburn, Vice President
Darlene Watkins, Secretary
Hoda M. Rafik, Treasurer

ALSO PRESENT:

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

CALL TO ORDER: The meeting was called to order at the Eastport-Annapolis Neck Branch Library, 269 Hillsmere Drive, Annapolis, at 6:40 p.m. by Mr. Milburn.

MANAGEMENT REPORT: Ms. Grimaldi handed out copies of a description of the Village Management Software, the Unit Activity and Management Reports and the Budget.

1) COMMUNITY POOL PARTY – Ms. Rafik reported that the Community Pool Party was a success with herself and Mrs. Hambruch representing the Board. She stated that there was a good turn out from the community. Everyone seemed to enjoy the party. The food was excellent with the right amount having been ordered so there were no leftovers.

2) VILLAGE MANAGEMENT SOFTWARE – Ms. Grimaldi drew the Board's attention to the description of Comanco's new management software, which would be in use after the first of the year. She reported that it offers many possibilities, which would include a website with a link to the community's website.

3) MINUTES - The June 22, 2009 Board of Directors' meeting minutes and highlights were unanimously approved by the Board and signed by Mr. Milburn. Ms. Grimaldi will put the highlighted minutes on the website.

4) CATLETT'S TOWING – The Board reported that no random towing had been witnessed. Ms. Watkins stated that towing had only occurred when the towing company was called. Ms. Grimaldi noted that new legislation had been proposed, which prohibited random towing. This legislation can be found on the City of Annapolis website. In the final version, Homeowner and Condominium Associations were exempted so random towing is still permitted. Ms. Grimaldi will contact Catlett's Towing to advise them of this change.

5) PARKING SPACES AND PASSES – The Board reported that some of the courts had empty parking spaces while others were full. Ms. Grimaldi raised the idea of giving out a third parking pass to which the Board was opposed.

6) EASEMENT – Ms. Grimaldi stated that there was no update on the easement at this time but left a message with Greg Alexandrides requesting that he follow-up with the firm that was working on that.

7) POWER WASHING – Ms. Grimaldi reported that she had emailed the company recommended by Ms. O'Brien with no response. She further noted that she and Nate had walked the property and that the proposal received from the company that Nate had recommended was reasonable. She also said she had done internet research and found that the cause of the algae on the buildings was due to dust, dirt and moisture and is usually found on the north side of buildings which are dark and don't get much sun. Mrs. Hambruch expressed concern with the current economy and delinquencies being up and felt that the Association should wait until the

regularly scheduled maintenance next year. The Board agreed to wait until late spring, early summer 2010 and to put a notice on the website.

8) REQUEST FOR NEW WINDOWS AT 10J GREYSTONE COURT – The Board formally approved and Mrs. Hambruch signed the architectural request to install new windows which were the same as those recently installed in Mrs. Hambruch’s unit.

9) TRESPASSING – A homeowner came to the meeting to discuss the issue of trespassing. She reported that teenagers were jumping the fences behind the gas station where Greystone and Hearthstone meet. She said that it had been a problem all summer, as well as, in the middle of the night, which had woken her due to the noise. She had not reported it to the police as two teenagers from the neighborhood were involved and nothing was missing the next morning. She feels that the teens are jumping the fences as a shortcut. Ms. Grimaldi recommended that the police be called immediately for each instance and some of the Board recommended that sticker bushes be planted to deter fence jumping. The homeowner is going to show the Board where the problem area is located so further research can be done.

10) RENTERS – The homeowner also brought up the issue of Section 8 renters to which Ms. Grimaldi stated that the issue had been investigated and that it was illegal to prohibit Section 8 renters as it is discrimination. The homeowner stated that she knew of a community that was limited to homeowners only. In response to a question if the By-Laws could be changed, Ms. Grimaldi noted that the community was not only under the Association By-Laws but also under state and federal laws. Ms. Grimaldi agreed to research with the attorney the following options brought up by the Board: limiting the number of units bought as investment properties, limiting the number of renters, a Board approved rental policy, and limiting or prohibiting Section 8 renters. Mrs. Hambruch stated that her upstairs neighbor had rented out her spare room to a convicted felon. Ms. Grimaldi asked Ms. Hambruch to email her the details.

With her issues being addressed, the homeowner left the meeting at 7:15 pm.

11) ROOF REPAIRS – Ms. Grimaldi reported that the roofs of 10 Greystone and 30 Hearthstone needed to be replaced and that she had received an estimate from Jim Riddle in the range of \$40,000. He would use thirty-year architectural shingles, which are not only more attractive but also weigh more than the current lightweight shingles that blow off the roofs every time the wind blows. Ms. Grimaldi only has the one bid from James P. Riddle construction and suggested not going out for bids as she trusts Jim Riddle and he knows the buildings better than anyone. The Board requested that she get one additional bid.

12) DOORS – Ms. Grimaldi stated that there are at least 8 lower units on Sandstone Court, that need to have their doors replaced. The cost would be \$800-\$900 per door depending on how many were done at the same time. Although she recognized that doors and windows are the responsibility of the homeowner, she suggested the Association contract out the work and bill the homeowners. The Board felt that door replacement should stay the homeowner’s responsibility and that a note be sent to the 8 Sandstone owners informing them that their door and frame needed replacing and that failing to replace the door would cause damage to their unit.

13) PIPE COLLARS – Ms. Grimaldi told the Board that Jim Riddle had inspected the pipe collars on all the townhouse buildings and had found many installed backwards and others in need of repair. The cost would be \$75/each rather than the \$200-\$300 every time one of them starts leaking. The Board approved going ahead with the project one building at a time and for the Board to be kept up-to-date on the progress of the work.

14) RECYCLING – The Board discussed the recycling dumpsters and the suggestion at the annual meeting that they need to be emptied twice a week. It was decided that it was cheaper to call Calvert on an as needed basis whenever there was a second pick-up needed. In response to the discussion of large items being left near

the dumpsters, Ms. Rafik stated that she would put a note on the website referring residents to recycle.com where you can advertise for free to get or give away free items.

15) PAVERS AT 10 IRONSTONE – Ms. Grimaldi reported on a request from an owner at 10 Ironstone to put pavers (as his neighbors had done next to their unit) on a grassy area being used as a cut through instead of the sidewalk. At a proposed cost of \$3200, the Board denied the request.

16) BUDGET – In presenting the Financial Analysis for 2009 and Proposed Budget for 2010, Ms. Grimaldi stated that the assessments could remain the same. The Board decided to increase certain 2010 line items over the amount budgeted in 2009. Those increases were as follows:

Landscaping increased from \$10,000 to \$20,000
Snow Pushing increased from \$18,000 to \$25,000

Ms. Grimaldi also noted that the 2010 Budget included a raise of \$.50/hr and a \$.50 increase per month per unit for Comanco’s management fees, which have been the same for the past two years. Ms. Grimaldi will make the approved changes and email the document to the Board along with the Reserve page.

The Board agreed to a Budget Hearing meeting on November 16, 2009 at the Eastport-Annapolis Neck Branch Library beginning at 6:30 p.m.

17) EXTERMINATION – Mrs. Hambruch brought up the issue of roaches in her building noting that all the residents had agreed to hire Economy Pest Control for extermination. Ms. Grimaldi noted that the foreclosed unit was being sold so the work should wait until the unit is sold and the new owners are offered to be included.

18) FUTURE MEETINGS - Ms. Grimaldi will schedule the 2009-2010 meetings through the library avoiding the first and third Mondays when Mr. Milburn is unavailable.

ADJOURNMENT:

There being no further business to discuss, the meeting was adjourned at 8:05 p.m.

APPROVED: _____ **DATE:** _____