

Dockside Homeowners Association
Minutes of the Board of Directors Meeting
Thursday October 15, 2009
VIMS-Classroom C

Present were:

Lisa Evans, Secretary
Paul Schaefer, Treasurer
Heldur Liivak, Member at Large

Other Attendees:

Gina Combs, Chesapeake Bay Management, Inc.
Jennifer Williams, Chesapeake Bay Management, Inc.
See attached list of homeowners

It was determined that a quorum of board members was present.

Homeowner's forum was held; entered into homeowner forum at 7:00pm
Homeowner forum closed at 7:16pm

The meeting was called to order at 7:16 P.M. by Paul Schaefer, Treasurer.

Call to Order Business Portion

Motion was duly made, seconded and unanimously carried to accept the agenda.

Motion was duly made, seconded and unanimously carried to approve the September 17, 2009 minutes with the correction of Lisa will be given the flash drive.

Reports:

Treasurer Report

- Change in fees for the state (DPOR)
- High water bills in building 12
- The statement of Operations is posted on the inner bulletin board at the pool
- Pie graph showing where the assessment money goes is posted as well
- Funds will be moved and a notice will be provided (when safe amount of money is in Operating Account)
- Formatting % of budget received to % of budget used (easier to read when posted)

Motion was duly made, seconded and unanimously carried to accept the Treasurer's Report.

Managing Report: A written report was submitted.

Motion was duly made, seconded and unanimously carried to accept the Managers Report.

Grounds Report- A verbal report was given.

- Completed Maintenance list
- Aerated and fertilized
- Septic covers, will keep getting hit and replaced looking into landscaping ideas both short term and long term to avoid the damage and cost of septic covers.
- Will look for the old ideas regarding some landscape designs that were given prior and will present them to CBM to present to the Board.
- 2 large rocks in the field by building 9 for caution of the open hole. Looking into more of a solution may be able to get rid of

Maintenance Committee-

- Contact Miller Septic to research the open hole by building 9 to see if it is even connected anymore.
- Trim trees by tennis courts, November time frame.
- Top trees by lights
- Chip once work is completed
- Looking into possibly removing every other tree
- CBM to obtain bids for building 12 regarding the 3 units who have downspouts not going into the French Drain.

Recreation Committee-

- In need of volunteers, please contact Lisa Evans
- Chili Cook off October 31, 2009
- Having a community chili starting at 4pm
- Pumpkin carving contest
- Wear a costume and may win a prize
- Bring candy
- Flyers to be on doors

Old Business

Erosion- For a professional engineer to come out and do all the administrative paperwork and obtain permits with the contractors is a huge cost on the Association.

French Drains- to be tabled until next meeting.

Asphalt Repairs- where held off due to the weather, should be done by next meeting.

New Business

No Architectural Applications were received for this meeting

Executive Session Resolution- Lisa shared what she received from a webinar, tabled until next meeting.

Resale Packages-

- Paul to get with Rollins to cease and desist all makings of resale packages.
- Form to use will be on the website
- Heldur will make a posting on the bulletin board that references the community website

Motion was duly made, seconded and unanimously carried to approve the instruction to Rollins and Associates for disclosure packages and covenant to abide to go through Management Company.

Securing Liens Procedure-

- Rollins does the liens, has to be done within a 90 day window or can not be filed.
- Collection Policy needs to be established
- Pursuant to code will be tabled until next meeting
- Paul will send interim to Rollins to send copy to Managing Agent who will provide it to the Board.

Landscaping Specifications/Contract-

- Gave Maintenance Committee contracts
- Will be decided on for process/specs at next meeting.

Added to the Managers Report will include an Action list to show the board a running log of discussed items at Board meetings.

Motion was duly made, seconded and unanimously carried to enter Executive Session at 8:30P.M.

The meeting resumed following Executive Session at 9:01 P.M.

Directed CBM to look for engineer to sign off and pull permits for erosion.

Motion was duly made, seconded and unanimously carried to adjourn the meeting at 9:13 P.M.

Submitted by:

Jennifer Williams
Assistant Association Manager

HOMEOWNER ATTENDEE ROSTER

Jeff Wehrung
Frank Witeck
Jess Brown
Dawn Fleming
Marilynn Lawson
Ted Peterman
Debi Daniel