

Breakwater Estates
Board of Directors Meeting Minutes
November 7, 2014

The Breakwater Estates board of Directors met at the home of Board President Maryl Kerley on Saturday, November 7, 2014. Present at the meeting were: Karen McGavin, Frank Frazzano, Maryl Kerley, Doris Walsh, Grace Gannon and Jennifer Fannin (from Sea Scape). Brian Eichenlaub and Scott Standiford were absent.

President Maryl Kerley called the meeting to order at 9:08 am.

Minutes of the May 17, 2014 Meeting

The minutes were deferred as Brian Eichenlaub had a family emergency which prevented him from attending the meeting. They will be presented at the next board meeting for approval.

Treasure's Report

Doris Walsh presented the treasure's report. The community has \$93,850.38 in three Community Bank CDs, \$8,172.83 in the Community Bank Checking Account and \$18,124.79 in the Community Bank Money Market account for a total of \$120,148.50.

Also discussed were the grass cutting and snow removal contracts. Walker presented the same contract as last year for snow removal, with a provision for no salt treatment. The contract was approved.

Ms. Fannin reported here is no significant problem with delinquent HOA dues

Property Managers Report: Jennifer Fannin from SeaScape presented the Property Managers Report.

1. Ms. Fannin will contact Delmarva Power regarding the non-working street light at the entrance from Munchy Branch Road. Road work resulted in disrupting power to the light, as well as the sign lights at ground level
2. The three year agreement between Breakwater Estates HOA and SeaScape was renewed. The contract begins October 1, 2014 through September 30, 2017. The cost is \$598 per month, based on \$6.50 per lot for 92 lots or \$7,176 per year. Copies were provided to board members.
3. Ms. Fannin wrote a letter to Verizon regarding the wire crossing five homes on Beacon Drive. It has been almost a year since the wire was installed and repeated phone calls have not been successful. Homeowners are concerned that it has taken so long to resolve this issue.
4. SeaScape has been paying the administrative fee for all their properties for annual Quick Book use. This fee will now have to be paid by the HOA as this has become a very expensive fee for SeaScape to absorb.

Old Business

Performance Seal Coating will return to fix a couple of places not sealed in the original repair work.

New Business

School Buses in BWE

Children are being picked up on Lighthouse and Beacon Drives (as well as at Munchy Branch Road). Three children are currently being picked up.

School buses continue to back up on Wolfe Neck Road and Rusty Anchor Drive. The School District will be contacted again. Mr. Frazzano agreed to document the violation. Additionally, Waste Management trucks (not our contractor) continue to use BWE private roads to cut through to Wolfe Neck Road. Ms. Fannin will contact them to halt this pass through.

Signatories on Community Bank Accounts

The following board members have signature authority on these accounts: Frank Frazzano, Grace Gannon, Maryl Kerley, Doris Walsh and Scott Standiford. Additionally, both Jennifer Fannin and Jonathan Poole from SeaScape also has signatory authority.

House Siding Damaged

A house at 3 Breakwater Drive is missing siding on the side of the house facing onto Lighthouse Drive. Ms. Fannin will contact the owner to have them repair the siding.

Future Board Meeting Dates

Selected dates are February 21, 2015 and May 16, 2015.

Record Storage

Mr. Frazzano agreed to discuss with Community Bank securing a safe deposit box large enough to store several important documents, including the HOA corporate seal, original deeds, and sewer and road documents. SeaScape will also keep documents including incorporation, restrictive covenants, architectural amendments, etc.

Fee to New Owners

A discussion to charge new buyers in the community a one-time fee of \$250 was discussed. The fees collected would be used for maintenance projects in the community. Ms. Fannin told the board that this was a standard practice in most communities. The Board voted unanimously to institute this fee beginning in January 2015 pending legal review.

Yard Sale

It will be held on the Saturday of Memorial Day weekend – May 23, 2015.

Next Board Meeting

The next board meeting will be on Saturday, February 21, 2015.

Meeting adjourned

The meeting was adjourned at 10.37 am.

Respectfully Submitted,

Grace Gannon
Acting Secretary, Breakwater Estates

Meeting of the Breakwater Estates Board of Directors

9 a.m. November 8, 2014

14 Breakwater Drive, Rehoboth Beach DE 19971

Agenda

1. Call to Order
2. Approval of May 17, 2014 Minutes – Brian
3. Treasurers Report – Doris
 1. Current Financial Account Balances
 2. Current Budget vs. Actual Report
 3. Current Owner Delinquency Report
4. Property Managers Report – Jennifer
5. Old Business
6. New Business
 1. School Buses in BWE
 2. Signatories on Bank Account
 3. Select Dates for February and May Board Meetings
 4. Storage of Records
 5. Fee from New buyers

6. Siding Damage
7. Yard Sale

7. Adjournment