

Breakwater Estates

Board of Directors Executive Session Transition Meeting Minutes

Saturday, July 25, 2015

9:00 am

The Breakwater Estates Board of Directors met at the home of new Board member MJ Melah on Saturday, July 25, 2015. Present at the meeting were Board members: Brian Eichenlaub, Maryl Kerley, Karen McGavin, Doris Walsh, Grace Gannon, and MJ Melah (a new member to the Board, replacing Meryl Kerley who resigned as President and Board member). Also attending was Jennifer Fannin, Property Manager from Sea Scape. Absent: Scott Standiford and Frank Frazzano.

Outgoing President Maryl Kerley called the meeting to order at 9:05 am.

This meeting was called by Maryl Kerley as a special session transition meeting and to come to an agreement on a new President of the Board.

Also, at the community meeting of June 6, 2015, volunteers were asked if anyone would like to come forward and fill the vacancy left by Maryl. No one at the meeting came forward. After the meeting, MJ Melah offered to be on the Board. The Board accepted MJ's offer to become a member of the Board and fill the open position. Thank you MJ!

Maryl and Pat will be moving Friday, August 14, 2015. With the move, several things need to occur.

- Someone needs to secure a safe from Frank Frazzano who offered one he had. The safe will be used to house all the important files of the Breakwater Estates community. Someone full time on the Board should hold on to the safe. No decision was made as to who that would be at this time.
- Maryl still has the community 2007 QuickBooks disks for accounting purposes. It has not been used in years. It is out of date and the board decided to trash it. Also, SeaScape, who now does the community books, uses the latest QuickBooks online and has no use for it.
- For years, Maryl has housed the yard sale signs. Who will now do it? MJ volunteered to house them in her shed.
- The new homeowner at 2 Breakwater Drive have erected a satellite dish at the front of their property – very much near the Breakwater Estates entrance sign on Munchy Branch Road. Discussion occurred that it need to be moved into the back because of BWE covens. The satellite dish rules are outdated and unenforceable and Federal law allows them; thus superseding BWE rules. When an amendment is written, Scott Standiford should be the one to do this since he is an expert in this area.

- There are several renters in the neighborhood. Should a copy of the lease be given to the HOA? They are not now required to do so, and maybe they should. Something for the future Board and community to think about.
- Wire Grass – Should spraying be continue this year at the edge of the roads? It looks ok right now. A decision was made to continue with the spraying yearly. This small expense helps save our roads and helps them from falling apart.
- The Board members decided on officers for the upcoming year. They are:
 - Doris Walsh and Grace Gannon – Co-Presidents
 - MJ Melah – Treasurer
 - Brian Eichenlaub – Secretary

There will be no Vice President this year

- Financials need to be reviewed and gone over with the treasurer's position from Doris to MJ for a smooth transition.

Meeting adjourned at 10:35 am

Respectfully Submitted,

Brian E. Eichenlaub
Secretary, Breakwater Estates