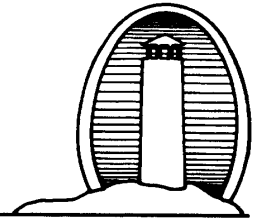


Breakwater Estates

Homeowner's Association, Inc.

2 Rusty Anchor Drive
Rehoboth Beach, DE 19971



Breakwater Estates

Board of Directors Meeting Minutes

Saturday, October 13, 2018

9:00 am

The Breakwater Estates (BWE) Board of Directors met at the HPS Offices. Present at the meeting were Board members: Brian Eichenlaub, Lana Warfield, Karen McGavin, Doris Walsh, MJ Melah, Grace Gannon, and Kelly Quinn, HPS Property Manager for Breakwater Estates. Absent: Mike Forry

Call of Order

Co-President Doris Walsh called the meeting to order 9:05 am.

Approval of Minutes

The revised final minutes from the April 4, 2018 Board meeting were presented. Lana moved to accept as revised and Doris seconded. All approved.

The draft minutes of the June 9, 2018 Annual Community meeting were presented. Everyone reviewed and agreed to send revisions via email. Brian will revise and present at the next Board meeting in October. The Board asked to see if Kelly could find Zack's notes from the meeting to find sign in sheet to determine how many lots were present/proxy totals. Kelly will see if available and advise.

The draft minutes of the July 14, 2018 Board meeting will be emailed out to the Board and revisions will be asked for via email. Brian will revise and present at the next Board meeting in January.

It was discussed that the covenant changes presented in the June, 2018 Community meeting should be put to a community vote. There should possibly be a mailing of the changes in January, 2019 with a deadline to vote by February, 2019.

Treasure's Report

MJ cannot access the daily financials online. Kelly will find out the possibility of getting MJ access to Cinc and advise.

MJ noted that on the last balance sheet provided by Zack Butler, the previous HPS Community representative, that two CD's were not listed. Kelly will find out why and get this corrected ASAP.

Two CD's are coming up for renewal. MJ checked and found the best rates available. 2.9% for 30 months (2 ½ years) or 2.7% for 15 months (1 ¼ years). Discussion occurred. Brian motioned

to renew as the CD's matured for 2.7% for 1 ¼ years since it looked like interest rates may rise over the next few years. Lana seconded. All approved.

There was three home owners very behind in dues. Final notices have been sent by HPS. Lana and Kelly are looking into hiring credit collectors for very delinquent accounts.

Kelly inquired about the frequency of the reserve transfers. MJ advised that they should be done annually at the end of each fiscal year (June).

Kelly advised that moving forward, account balances can be added to the agenda.

After reviewing the financial statement, the Board questioned why there was \$250 in capital contributions. They felt it should be closer to \$750. Kelly will look into it and advise Board.

Kelly will verify where last year's capital contribution was moved to and/or used.

The Board questioned an \$85 charge for arena signs, feels the HPS should cover that expense, it was not approved. Kelly to review and advise.

Kelly will review the A/R report and send a recommendation to Board.

There was concern regarding the high office supply costs from HPS and MJ and others were questioning what they were for. Kelly will look into it and advise.

Old Business

Bylaw Amendment – Lana is working on the proposed bylaw amendment discussed at the Annual Meeting in June. Lana will work with Kelly on it with the intensions of getting out in January to all Owners

Road Resealing – Matt's Paving sealed the roads after Labor Day. All agreed they did a good job and they looked great.

New Street Sign Sleeves – Maintenance free vinyl sleeves were put on all the community street poles this fall. All agreed they did a very good job and were pleased with the results.

Street Sign Knocked Over – A street sign at the corner of Lighthouse Drive and Lightship Drive was knocked over. All fixed.

New Business

Snow Removal – Walker will plow the streets when there is 3 inches or more of snow.

Email Blast – Kelly send out an email blast to all homeowners reminding them to pick up after their pets, check houses, blow lawn clippings, pull trash cans up, and so on.

Pothole – 3 Beacon has a potential pot hole, Brian to take a look and take photos for Board.

Weeding at Entrances – Kelly to reach out to Maxwell to get a price to include weeding entrance next year.

ARC Requests – Board wanted to know if there are any ARC requests, Kelly to look into it.

Next Meeting – The next Board meeting will be on Saturday, January 12, 2019 at the HPS offices located at 17298 Coastal Highway, Unit 1, Lewes, DE 19958 at 9:00 am.

Meeting adjourned at 10:58 am – Grace Gannon moved to adjourn and Lana Warfield seconded. All approved.

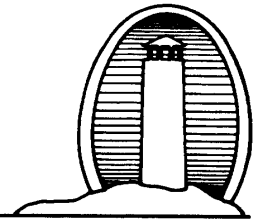
Respectfully Submitted,

Brian Eichenlaub
Secretary, Breakwater Estates

Breakwater Estates

Homeowner's Association, Inc.

2 Rusty Anchor Drive
Rehoboth Beach, DE 19971



Breakwater Estates Homeowners Association Board of Directors Meeting Agenda

Saturday, October 13, 2018

9:00 am

HPS Offices
17298 Coastal Highway, Unit 1
Lewes, DE 19958

AGENDA

1. Call to Order – 9:00 am
2. Approval of Last Minutes
3. Treasurer Report
4. Old Business
5. New Business
6. Adjourn