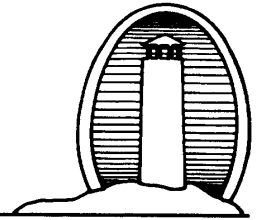


Breakwater Estates

Homeowner's Association, Inc.

2 Rusty Anchor Drive
Rehoboth Beach, DE 19971



Breakwater Estates

Board of Directors Meeting Minutes

Sunday, December 10, 2017

2:00 pm

The Breakwater Estates (BWE) Board of Directors met at the home of Co-President Grace Gannon, 6 Light Ship Drive on Sunday, December 10, 2017. This meeting was originally scheduled for Saturday, December 9, 2018 at 9:00 am, but was postponed due to a snow storm. Present at the meeting were Doris Walsh, Grace Gannon, MJ Melah and Mike Forry.

Absent: Brian Eichenlaub, Karen McGavin and Lana Warfield

Call of Order

Co-President Grace Gannon called the meeting to order at 2:06 pm.

Approval of Minutes

No minutes were presented due to the absence of Brian Eichenlaub, BWE Secretary

Treasurer's Report

MJ Melah, Treasurer, did not yet sign a contract with Walker for snow removal, however BWE wants to retain Walker since they have done a good job in previous years.

MJ also expressed concern with quarterly bills by the new property manager (HPS Management). This is due to some confusion as to whether SeaScape, previously property management company, is out of the picture as of December 1 or December 31, 2017.

The BWE HOA has not had a full financial audit and the Board will ask for recommendations from the HPS Management as to the type of audit that should be performed and a recommendation for an accounting firm.

President's Report - None

Property Manager's Report/New Business

These two areas are being combined due to the Board having to engage a new property management company (HPS Management) on such short notice because of the action taken by SeaScape. Susan Jimenez, HPS representative, was due to attend this meeting but was away for the week.

The new property manager representative for BWE will be John Young. Doris Walsh, Co-President noted that John was a personal friend and that she was not aware that he would be

assigned to the BWE account. The Board thanked her for advising them of this but did not feel that it posed any problem.

Susan had previously recommended that the 6 residence community dues accounts in arrears be negotiated with in an attempt to bring them current. It was also noted that lawyers are necessary for filing liens.

Additionally, Susan recommended that late fees be reduced to \$25 and assessed by HPS only. There would be no BWE add-on. It was suggested that an email be sent to all Board members to get their opinions regarding a resolution to reduce late fees. Also, those accounts in arrears should be sent a letter advising them to pay the late dues and not charging them additional late fees.

Road Repair Fund – The Board will ask John Young to have someone assess the road conditions – perhaps DeIDOT. Also, have them determine if crack and fill will be adequate at this time (spring application). The Board will also discuss with John if a study should be done to estimate how long the roads will last and offer some direction on and the future of the roads

Web site is up and running BWEHOA.com – Please send MJ an email to request user ID – “Let’s Talk”

Board will meet with John Young at the HPS offices on Friday, January 13, 2018.

Old Business

Annual dues – reduction in July if possible

Sign Post – Secure an estimate to have them clad – will speak with John

Beautification of Entrances – establish garden club

Next Meeting – The next Board meeting will be on Saturday, March 10, 2018 at the HPS offices located at 17298 Coastal Highway, Unit 1, Lewes, DE 19958 at 9:00 am.

Meeting adjourned at 3:41pm

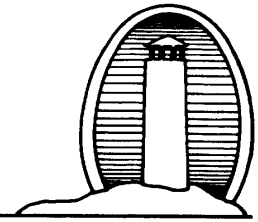
Respectfully Submitted,

Grace Gannon
Co-President, 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, December 9, 2018

9:00 am

[Due to a large amount of snow, the meeting was postponed one day to
Sunday, December 10, 2018 at 2:00 pm]

6 Light Ship Drive
Rehoboth Beach, DE 19971

AGENDA

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