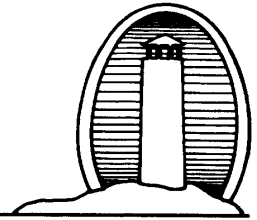


# Breakwater Estates

Homeowner's Association, Inc.

2 Rusty Anchor Drive  
Rehoboth Beach, DE 19971



## **Breakwater Estates**

Board of Directors Meeting Minutes

Saturday, July 14, 2018

9:00 am

The Breakwater Estates (BWE) Board of Directors met at the home of Board Treasurer MJ Melah on Saturday, July 14, 2018 since we were unable to meet at the HPS Office as previously scheduled. Present at the meeting were Board members: Brian Eichenlaub, Doris Walsh, Lana Warfield, MJ Melah, Grace Gannon, Mike Forry and Karen McGavin. Absent: Zack Butler, HPS Property Manager for Breakwater Estates

### **Call of Order**

Co-President Doris Walsh called the meeting to order 9:10 am.

### **Approval of Minutes**

There were no minutes to present due to the Annual Community meeting on June 9, 2018. Those minutes will be reviewed, amended, as necessary, and approved by the community at next June's Community meeting. [Scheduled for June 8, 2019 at 9:00 am]

There is some confusion as to who is taking the notes and providing the minutes. HPS had agreed to take notes and record the minutes, but has yet to do so – including at the Community meeting. Brian will continue to take notes and provide the minutes.

### **Treasure's Report**

As of June 30, 2018, there was one home owner that was very behind in dues. Zack was to look into costs of collection agencies compared to legal action such as property liens and see which is more cost effective. Doris will follow up with Zack and see what he has discovered and email the Board.

Homeowners voted to keep the community dues the same for the coming year. They will be \$480/year or \$120/quarter.

As of June 30, 2018, there was:

\$25,290.43 total in the Union Bank Working Fund

\$98,533.30 in the 4 Money Market CD's in Community Bank

\$80,670.30 in the Road Reserve Fund in Community Bank

\$204,494.03 Total

Two CD's are coming up for renewal. MJ asked if we could all start looking for banks with the best rates and the time frame for those rates. We will have to decide by the October Board meeting as to the best savings rate.

MJ still cannot access the daily financials online. This is frustrating and needs to be corrected ASAP. Doris will email Zack and see how this could be corrected.

There was concern regarding the high office supply costs from HPS and MJ and others were questioning what they were for. Doris will email Zack for more information on this.

Also, it has been discussed before, but all invoices need to be approved by MJ before being paid. A number of things are being paid without any knowledge or approval of the treasurer.

## **President's Report**

**Annual Meeting** - Discussion of the Annual Community Meeting on June 9, 2018. Overall it went very well, and the community members were wonderful in helping set up the meeting room in quick order. THANK YOU everyone.

**Improvements** – we could not access the building and room until 9:00 am – the listed starting time of the meeting. The Property Manager needs to confirm the week before when the building and room will be open for access and let them know we need to be in at 8:30 to set up for the meeting as people start arriving then. If this is not possible, then we need to shift the meeting start time to 9:30 am.

**Mosquito Spraying** – has it been done? If so, when. Doris will email Zack for info

**Maxwell for Weeding at entrances** – Do we have a quote? What is it? Doris will email Zack for info.

**Delinquent Account** – One homeowner is very delinquent and it was discussed to have it go to a collection agency. Zack will look into collection agencies.

**Home Sale Fund** – have the funds been collected? Where are they listed in the budget? Doris will email Zack for info.

**Doggie Bag Dispenser** – Keep the dispenser by the mailbox. We will not continue fill it at this time and monitor if necessary to start restocking again.

**Boats in Driveways** – all were in compliance with the HOA guidelines.

**Two Potholes in Streets** – What is going on with them? Did Zack get estimates from Matt's Paving? What was it? Doris will email Zack for info.

## **Property Manager's Report**

No report at this meeting due to Zack's absence.

## **Old Business**

**Road Resealing** – Matt’s Paving will start the road resealing the week after Labor Day. Look for info from Zack in the coming weeks.

Also, if residents want their driveways sealed at the same time with Matt’s Paving, the number is 302-732-3715 to schedule the work. The cost is \$190/driveway. Residents are asked to send their checks to HPS, made out to Matt’s Paving.

## **New Business**

**Next Year’s Annual Meeting** – It was agreed to hold the Community Annual meeting on the second Saturday of June again – June 8, 2019 at 9:00 am at the Lewis library. Doris will email Zack and ask him to make the arrangements.

**Next Meeting** – The next Board meeting will be on Saturday, October 13, 2018 at the HPS offices located at 17298 Coastal Highway, Unit 1, Lewes, DE 19958 at 9:00 am.

Meeting adjourned at 10:40 am – Grace Gannon moved to adjourn and Brian Eichenlaub seconded. All approved.

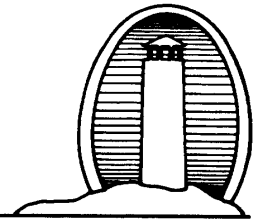
Respectfully Submitted,

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, July 14, 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 Minutes
3. Treasurer Report
4. Property Managers Report
5. New Business
6. Old Business
7. Adjourn