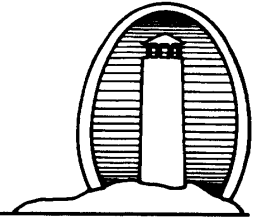


Breakwater Estates

Homeowner's Association, Inc.

2 Rusty Anchor Drive
Rehoboth Beach, DE 19971



Breakwater Estates Board of Directors Meeting Minutes Saturday, January 12, 2019 12:00 Noon at HPS Management Offices

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

Call of Order

Co-President Doris Walsh called the meeting to order 12:08 pm.

Approval of Minutes

Motion made to approve the minutes from 10/13/18 by Doris Walsh, seconded by MJ Melah and unanimously approved as presented with noted date change.

Motion made to approve the minutes from 7/14/18 by MJ Melah, seconded by Grace Gannon and unanimously approved as presented.

Edits made to the Annual meeting minutes, Brian Eichenlaub to make for formal approval at the Owners Meeting in June.

Kelly Quinn to draft minutes to send to Brian Eichenlaub for final review and edits, Brian Eichenlaub to publish the final minutes to Board before posting.

Treasure's Report

MJ Melah advised that she met with Kelly Quinn and she was given access to view the accounts and Kelly Quinn will forward payable for approval.

MJ Melah advised that the snow removal contract has been signed and in place.

Kelly Quinn advised that 6 certified letters were mailed.

A motion was made to move \$80,000 from the Reserve Fund to a higher interest Money Market account by Brian Eichenlaub and seconded by MJ Melah, unanimously approved.

Kelly Quinn to provide the collection rate sheet received by Whiteford Taylor and Preston to the Board for consideration.

Kelly Quinn provided the revised balance sheet with the beautification fund set up under liabilities, coming out of retained earnings. Currently this fund has \$500, when year-end closes, it will increase to \$750.

Old Business

Kelly Quinn to find out the owner of 3 Breakwater and provide to Board.

Lana Warfield is working on proposed bylaw amendment. Kelly Quinn and Brian Eichenlaub will work with Lana on cover letter and ballot. Need to verify the percent of homeowners needed to pass the bylaw amendment.

New Business

Kelly Quinn to get a price for repairing the pot hole at 3 Beacon.

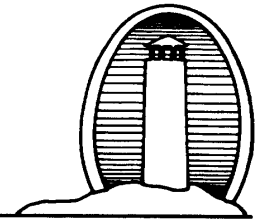
Kelly Quinn to work on and email blast to all Owners reminding them to pick up after their pets, check houses, blow lawn clippings, pull trash cans up, and so on.

Next Meeting – The next Board meeting will be on Saturday, April 13, 2019 at the HPS offices located at 17298 Coastal Highway, Unit 1, Lewes, DE 19958 at 9:00 am.

Meeting adjourned at 1:16 pm – Brian Eichenlaub moved to adjourn and Mike Forry seconded. All approved.

Respectfully Submitted,

Brian Eichenlaub
Secretary, Breakwater Estates



Breakwater Estates Homeowners Association Board of Directors Meeting Agenda

Saturday, January 12, 2019

12:00 Noon

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

AGENDA

1. **Call to Order – 12:00 Noon**
2. **Approval of Minutes**
3. **Treasurer Report**
 - Final approval of snow removal and front entrance beautification proposals
 - Status of late fees
 - Status of HOA finances
4. **Property Manager's Report**
 - Status of actions against homeowners in arrears
 - Status of proposed changes to new home construction in BWE
 - Balance in "Beautification Account" (\$250 per sale)
5. **Old Business**
 - Road repairs and stop signs are done
6. **New Business**
 - Trash and yard waste reminders
 - Check with Walker regarding snowed-in driveways. Is he willing to do them for a fee?
 - BWE community should check on neighbors
7. **Adjourn**