



Breakwater ESTATES

PO Box 1056
Havre de Grace, MD 21078

Phone: (302) 227-7878
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Breakwater Estates

Board of Directors Meeting Minutes

Saturday, June 20, 2020

9:00 am

This Board meeting took the place of the scheduled April 18, 2020 meeting which was postponed until June 20, 2020 due to the COVID-19 pandemic. The Breakwater Estates Board of Directors met virtually due to the pandemic.

Present at the meeting were Board members: Brian Eichenlaub, MJ Melah, Bill Bonn, Karen McGavin, Lana Warfield, Nichole Davick, and Hector Justiniani, HPS Property Manager for Breakwater Estates.
Absent: Mike Forry

Call to Order

- MJ Melah called the meeting to order at 9:21 am due to initial technical difficulties, and the initial use of the virtual platform.

Approval of Minutes

- Brian Eichenlaub presented the January 11, 2020 Board meeting minutes. Minutes were reviewed with no changes. Motion to approve the minutes was made by Bill Bonn and seconded by Karen McGavin. All approved.
- Brian also asked Board members to review last year's annual meeting minutes from last June, 2019 and send any revisions to him by the next Board meeting. The new date for the annual community meeting is scheduled for October 10, 2020. The annual meeting minutes are needed by early September for the annual meeting packet mailing.

President's Report

- MJ Melah reported all was going well since the last meeting. MJ received several emails ranging from too many people at a party during the pandemic, cats, amount of money spent on mailings concerning the covenant change vote, to high grass. MJ responded to all emails.
- Hector received a message about a house trailer being placed on a property. Hector could not respond due to the contact information being garbled in the message that was left for him.

Treasurer's Report

- Nichole Davick reported one CD maturing at Community Bank on October 17, 2020. We will move the CD's to a Fulton Bank Money Market for higher rate of return.

- The community had to pay income taxes this year due to earning over a \$1000 in interest generated by the higher interest rates at Fulton Bank.
- Balances as of 5/31/20:

\$12,311.43	Working Fund – HPS
\$200,075.45	Reserve Fund – Fulton Bank
\$10,751.36	3 CD's moved to Fulton Bank Money Market
\$ 223,138.23	Total

Old Business

- **Amendment Status** – Passed and registered with the County. Should inform the community about the amendment. We will inform the community through the next community newsletter.
- **20 Rusty Anchor Drive** – Property sold but issue with the house on the property. Held up until the ownership of the house on the property is settled. PNC is working on it to bring it to settlement.
- **Property Lien** – A lien has been filed on a home in the community. We are waiting on payment.
- **Fiscal Year** – Into the change currently right now and moving smoothly.

Property Manager's Report

- **ARC Application** - Lighthouse Drive approved
- **HPS Charges** – HPS charges \$4.95 fee for credit card payments and eChecks.
- **HPS Management Contract** – Up for renewal. 3 year renewal with no cost increase in the contract amount.
- **Annual Community Meeting** – October 10, 2020 at Lewes Public Library at 9:30 am. Need to have mailing for the community by September 10, 2020.
- **2021 Budget Meeting** – To be held with MJ Melah and Nichole Davick before next meeting

New Business

- **Community Newsletter Items** - Information for annual community meeting
- **Spraying for Wiregrass** – End of June
- **Scrap Metal Pick Up** – Hector will check to see if possible

Next Meeting – The next Board meeting will be on Saturday, August 15, 2020. It will be held either at the HPS offices located at 17298 Coastal Highway, Unit 1, Lewes, DE 19958 at 9:00 am or virtual, depending upon the situation with the pandemic.

Meeting adjourned at 10:43 am – Brian Eichenlaub moved to adjourn, and Nichole Davick seconded the motion. All approved.

Respectfully Submitted,

Brian Eichenlaub
Secretary, Breakwater Estates



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BOARD MEETING AGENDA

June 20, 2020 9:00 AM

Google Meets

1. Call to Order
2. Approval of Minutes of Preceding Meeting
3. President's Report
4. Treasurer's Report - Financials
5. Property Management Report
6. Old Business
 - a. Amendment Status
 - b. Status on 20 Rusty Anchor
 - c. Status on Lien for Breakwater Drive
 - d. Fiscal Year Change
 - e. Wire Grass Spraying
7. New Business
 - a. Annual Meeting Date & Location
 - b. Management Contract Renewal
 - c. 2021 Budget Meeting
 - d. Community Newsletter Items
8. Adjourn