

Drum Point Property Owners' Association
Board of Directors Meeting
401 Lake Drive
February 2, 2021
Final

Board Members Present: Mike Snapp, Tony Spakauskas (by phone), Jack Andre, Bonnie Blades (by phone), Gina Swartwood, Asha Andreas, Ginny Rice and Alyssa Holiday (by phone)

Board Members Not Present: Maggie Johnson

Staff Present: Rhea Webster – Association Manager

Property Owners and Guests Present: Gary Heal

Call to Order: Mike Snapp, President of the Board of Directors for the Drum Point Property Owners' Association (DPPOA), called the meeting to order at 11:00 a.m. The meeting was held at 12835 Bay Drive, which has a space large enough to accommodate social distancing recommendations from Governor Hogan as a result of continued concerns over Covid19. All meetings are recorded and held in accordance with Robert's Rules of Order of Order.

Approval of Minutes: Asha Andreas made a motion to approve the minutes from the January 12, 2021 meeting, previously distributed via email. The motion was seconded, and the minutes were approved as written.

President's Remarks: Mike Snapp related news about Peter Holt, who extended his appreciation to Maggie Johnson for offering to step in on his behalf. Mike related also that the hills and causeways were pre-treated prior to Sunday's snow event. There was not enough of an accumulation of snow to have the streets plowed.

Office Update: Rhea Webster reported as follows:

- 1099's have been sent to 14 contractors as required by the IRS.
- Statements for fees due March 1, 2021 (posting to FY2022) were mailed Thursday, January 28th.
- Membership for the current fiscal year, which ends June 30th, is at 78%. This reflects the number of property owners who have paid their fees in full for the year and is ahead of historical percentages for the time of year.
- Regarding the purchase of a trailer being considered by the Board, the insurance agent confirmed that the "person pulling the trailer" must carry the insurance. If a trailer is purchased, the Board can reimburse the day laborer the cost of insurance. An Inland Marine policy could not be considered as the trailer would be taken out of the community, across a state highway (Route 760) to the other side of Drum Point. A policy of this type does not allow the equipment to be removed from the community.

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Committee Reports and Roundtable:

Operational/Roads Committee: Gary Heal reported the following:

- A pipe on Surf Street is in need of replacement. Three proposals were sought and received as follows:
 - J. Calvin Wood - \$12,662
 - Grover's Lawnscape – 10,973
 - Great Mills Trading Post - \$5,900 - \$6,400 (depending on size of pipe we request)

Jeff MacDonald, although recently retired from his job with Drum Point, volunteered to help secure proposals and has completed the application for the permit that is required for work being done in the Critical Area.

Great Mills Trading Post was awarded the contract, and the applications will be sent via email to the County.

- Drainage work on Lake Terrace is complete, and Karl Bowen will be submitting an invoice in the coming days.

Finance Committee: The Balance Sheet and Profit and Loss Statements were distributed via email and made available at the meeting. Jack reviewed the reports, and the following was noted:

- The insurance expense was posted to the incorrect accounts and will be corrected (Liability Insurance - \$600 Directors and Officers and Building coverage - \$4,440)
- The amount budgeted for the current fiscal year includes income from carryover funds as well as money from the Reserve account – these funds have not been accounted for in QuickBooks. This will also be corrected.

Environmental Committee: Bonnie Blades stated that, although the now dead Phragmites canes can be removed, the weather has been colder than expected. Once it warms, this will be accomplished.

Safety Committee: Mike Snapp related that despite Peter's temporary absence, there are other members of the committee, including Maggie Johnson, who can step in should a need arise.

Welcome Committee: Rhea reported that Asha and Gina assembled seven buckets the prior week and that one had been distributed, leaving six on hand. Welcome letters will be sent to newcomers in the coming weeks.

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Planning Committee: Mike Snapp reported the community beach erosion control survey was received from Scott Hardaway of Coastline Design. The survey and recommendations were forwarded to all Board members for review and will be discussed at the next Board meeting and presented at the next General Membership meeting to be scheduled for the end of March (Covid-19 permitting). The following was noted:

- The study does not address the impact these options will have on the beach to the south (Drum Point Club beach).
- There is a question as to whether the adjacent property owner to the north intends to proceed with plans to have a jetty installed. The plans for the community beach will be discussed with this owner.
- Input will be requested from Curt Larsen (retired coastal geologist who has voiced concern about the building of any structures to address erosion).
- The question of how to fund a project of this size will have to be discussed.

Unfinished Business:

Reaffirmation of the Policies and Procedures Manual: The following was noted:

- The final draft was sent to all Board members for review.
- A suggestion was made to update the policy to allow a current Board member to serve on the Nominating Committee, however, according to the By-laws a current member of the Board cannot serve.
 - A Board member could participate on the committee as an ex officio member and serve in an advisory capacity only. The issue of a change to the By-laws can be discussed in the future.
 - The letter of instruction provided to members of the Nominating Committee can be incorporated into the manual.
- The reaffirmation of the manual will be deferred until the March meeting.

Community Cleanup: The following was noted:

- The Appeal Landfill has not yet been cleared by the County to deliver dumpsters to communities for a “cleanup day.”
- Mike Snapp spoke with a contact in leadership of local Boy Scout groups who tells him that there are times when the scouts would participate in a roadside cleanup. A spring cleanup day of roads may be scheduled with the scouts.
- A suggestion was made to, once again, include an item in the spring newsletter, reminding people to not litter.. It may be necessary to increase the Mandatory Assessment in order to pay day laborers to clean up along the streets.

New Business: None noted

The next meeting of the Board is scheduled for March 2, 2021 at 11:00 a.m. off site. With no further business to discuss, the meeting adjourned at 12:09 p.m.