

**Drum Point Property Owners' Association**  
**Board of Directors Meeting**  
**401 Lake Drive**  
**July 11, 2023**  
**Final**

**Board Members Present:** Mike Snapp, Tony Spakauskas, Jack Andre, Bonnie Blades, Ginny Rice, Susan Rork, and Allen Fine

**Board Members Not Present:** Asha Andreas and Maggie Johnson (Resigned)

**Staff Present:** Rhea Webster – Association Manager

**Property Owners and Guests Present:** None Present

**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 6:30 p.m. All meetings of the DPPOA are recorded, and Robert's Rules of Order govern the proceedings.

**Approval of Minutes and Agenda:** Jack Andre made a motion to accept the minutes from the June 6, 2023, meeting, distributed previously via email. The motion was seconded and approved unanimously. The minutes were approved as written.

**President's Remarks:** Mike Snapp reported that Maggie Johnson has submitted her resignation due to personal reasons.

John Latham, who currently serves on the Safety Committee, was contacted by the office to ascertain his interest in serving on the Board. He responded that he would be interested but has some questions. His contact information will be forwarded to the new President of the Board.

**Election of Officers:** The following slate was put forward:

- President – Tony Spakauskas
- Vice President - Mike Snapp
- Treasurer – Jack Andre
- Secretary – Bonnie Blades

**Motion:** Susan Rork made a motion to accept the proposed slate of candidates by acclamation. The motion was seconded and passed unanimously.

**Project Manager:** Steve Rowe, who lives in Drum Point, has been hired to replace Chris Franklin as Project Manager/Inspector. He has experience in project management and was interviewed by Mike, Tony, Rhea, and Jeff MacDonald (Project Manager prior to Chris Franklin). He currently works from home, which will give him the flexibility needed for this type of work. Jeff will mentor him through this year's paving work.

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**Office Update:** Rhea Webster reported the following:

- The amount of fees collected from those who were sent a claim form and letter of explanation regarding a pending claim being filed has netted \$18,489 over the usual amount collected from those who pay on a regular basis.
  - A payment of \$736 was received from the Department of Housing and Community Assurance Fund on behalf of a property owner who has had some financial difficulties.
- Documents for the FY2023 audit are being compiled and uploaded to the online vault set up by our accountants at Alta CPA's. While the audit has been done from a distance since the beginning of the Covid epidemic, this year a request was made for an accountant to do an onsite visit in order to analyze the way in which the QuickBooks database was created. While there have been no problems, it is good practice to have it reviewed.
- A court case has been scheduled for July 18<sup>th</sup> for the reinstatement of a case that had been placed on hold with a dismissal upon stipulation, the stipulation being that the property owner would make regular monthly payments. The property owner has failed to abide by that agreement.
- Drum Point Day was a success, although not as many people attended as expected. Based on last year's attendance, Bruce Fall, the organizer on behalf of the Drum Point Club, suggested a crowd of perhaps 200 people might be expected, however the estimated number at the event was 110. The leftover brats and burgers that were left unopened and kept in the refrigerator for the duration of the event have been frozen and will be used for the Oktoberfest event this fall (October 7, 2023). Leftover potato salad was distributed among the volunteers.

**Committee Reports and Roundtable:**

**Operational/Roads Committee:** Rhea reported the following:

- Paving 2022: Another letter was sent to Mr. Trautman at Great Mills Trading Post disputing the amount billed for paving done in 2022. A response has not been received.
- Paving 2023:
  - Jeff MacDonald is working with Steve Rowe on this year's paving contract.
  - Roads have been measured, and driveway interfaces marked.
  - A tree trunk at Bay Drive and Lake View Drive will be removed, and a repair of the damaged asphalt will be added to this year's paving work.
  - The Scope of Work package and a letter were sent to seven contractors on July 6<sup>th</sup> inviting them to submit a proposal, and the Request for Proposals has been sent for publication in the local paper.
  - The pre-bid is scheduled for July 26<sup>th</sup>, with the bid opening set for August 2<sup>nd</sup>.
- Storm Water Management:
  - Work on Leason Cove is finished and was paid for with Special Tax District (STD) funds in the amount of \$2,317.50. The drainage repair was done by Grover's Lawnscape.
  - The proposal from Grover's Lawnscape for the clearing of a pipe on Noni's Way at Johnson Drive was distributed by email. After discussion, the following motion was made:  
**Motion:** Allen Fine made a motion to approve the proposal from Grover's Lawnscape for repair of drainage at Noni's Way and Johnson Drive in the amount of \$540.75. The motion was seconded and passed unanimously.

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- Repair of the Bay Drive Causeway and lake side opposite end:
  - Ward's Marine has scheduled the repair of the Bay Drive causeway, damaged in a November 2021 storm. Issues with the supply chain have decreased, and materials can now be ordered.
  - It will be a two-day job [no need to close the road].
  - In consideration of it being only a two-day job, they have requested a deposit of 50% rather than the usual 1/3. The cost of the repair is \$20,836, with the 50% deposit being \$10,418. They will order material once a check has been received.
  - Before and after pictures of the Causeway will be taken for the submission of the bill to the County for a portion of the funding from the STD.
- Tree removal at Bay Drive and Lake View Drive:
  - Karl Bowen will remove the trunk of a tree that was trimmed down by SMECO as far as communication lines. The tree roots were undermining the asphalt and is the tree referred to under paving 2023 above.

**Finance Committee:** The Balance Sheet and Profit and Loss Statements were distributed. Jack Andre, DPPOA Treasurer, stated that all accounts are within the expected range and reported that the budget for FY 2024 was approved at the June 29<sup>th</sup> meeting of the General Membership [the final approved budget has been posted to the website].

**Environmental Committee:** Bonnie reported the following:

- The areas that have been treated for Phragmites over the last five or more years are all doing well, with little regrowth.
  - She will take pictures and send them to Mark Smith (Phragmites Invasive Control), the contractor who has treated the invasive plants.
  - It may or may not be necessary to treat this fall.
  - Mr. Smith stated that he no longer does this work for private residences and suggested people contact Wally Bowles (number on file in the Association office).

**Safety Committee:** No report

**Welcome Committee:** Rhea reported that six buckets were assembled by the group, with two distributed in the last month. Cindy Andre secured an additional 25 buckets from Ace Hardware who donates them on a regular basis.

**Planning Committee: Beach Erosion:** Mike Snapp thanked Tony for presenting the talking points to the property owners who attended the recent membership meeting. He stated that he has asked Coastal Design PC for an update on the approval of the permits at the County level and whether we can send out Requests for Proposals without that final approval.

**Unfinished Business:**

**Reserve Study:** Mike Snapp, Jack Andre and Rhea met with Michael Pellegrino from Miller Dodson, the company performing the Level II Reserve Study. Information was provided regarding the roads, boat ramp, office etc. An email received this week stated that he expects to have a draft report done in the coming week.

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**New Business:**

**Affirmation of Committees:** The following committee memberships were affirmed for FY 2024:

**Environmental Committee:**

Bonnie Blades – Chair  
Ginny Rice  
Asha Andreas

**Finance Committee\*:**

Jack Andre – Chair  
Mike Snapp  
Bonnie Blades  
Gina Swartwood  
Mike Chaconas  
Susan Rork

**Planning Committee\*:**

Mike Snapp  
Tony Spakauskas  
Susan Rork

**Roads Committee\*:**

Sal Icaza - Chair  
Steve Rowe - ex officio  
Jack Andre  
Mike Snapp  
Asha Andreas

**Welcoming Committee:**

Cindy Andre – Chair  
Asha Andreas  
Gina Swartwood  
Ginny Rice  
Rhea Webster - ex officio

**\*Standing Committee**

**Motion:** Bonnie Blades made a motion to affirm the above committee membership for Fiscal Year 2024. The motion was seconded and approved unanimously.

The Safety Committee membership and structure will be revisited.

**Public Comment:** None offered.

The next Board meeting will be held on Tuesday, August 8, 2023. With no further business to discuss, a motion was made at 7:30 to adjourn. The motion was seconded and approved unanimously.