

**Starfish III, IV & V Condo Association
Board of Directors Meeting
December 31, 2011
Ocean City MD**

Agenda

1. Call to Order - Dick Gilbert

2. Board of Directors attending

- Richard Gilbert
- Mark Byrne
- Garrett German
- Bill LaChance
- Nina Poss (via phone)
- Manny Gomes (via phone)
- John Ryan (via phone)
- Yale Tankus (non-board member)

3. Treasurer's – John Ryan

- All bills are paid up
- \$12k - \$13k to be moved into a CD or Money Market (Reserve Account) – motion to move amount was passed.
- \$53k between operating and reserve accounts
- No new costs expected this year – possible earmarking of \$3k for electric panel/breakers if needed after inspection by Garrett.
- 2014 goal to have \$75k – potential to meet this goal early

4. Management Report – Shipley Management/Hoss (presented by Dick Gilbert)

- 4 condo owners are behind in condo fees
- Bldg IV 203 - in collections now, letter sent, if no response in 1 week send to collections.
- Bldg IV 304 – payment of ½ amount made, still behind by \$700
- Bldg V 203 – 6 months behind
- Bldg V 102 – 2 months behind
- Policy decided: Anytime a unit is 6 months behind, automatic referral to collections. Hoss sends a letter in 3 months outlining the amounts due and that collections will be started if payment not made.

5. Property Report – Garrett German

- Bldg III – west side of bldg has moss on the siding and needs to be power washed
- Bldg III – tree stump at the trash receptacle needs to be removed and concrete poured after hole is filled with dirt to create a flat surface for trash receptacle.
- Bldg III – West wall's paint is peeling and needs to be scraped and painted
- All buildings - Garage areas with wood needs to be scraped and painted where necessary

- Bldg IV – Mold on ceiling needs to be removed and repainted as necessary
- Bldg IV – Fence along back property line needs to have a bar installed at bottom to prevent people going under fence, bending chain links, and making fence loose.
- All buildings – All light fixtures need to be cleaned, inside and out
- Bldg V – Both stairwells need to be scraped and painted
- Shed area – weeds need to be pulled/and or killed
- Parking lots – stones need to be raked/shoveled back towards the buildings
- All buildings – Painting/staining of the wood border of the gardens is needed
- Electric panels – Inspections are needed, breakers might need to be replaced, connections tested for tightness and fit are needed.
- All buildings – Caulking needed around all garage area piers and walls where cracks exist
- Garrett to check on bobcat rental for stump removal and movement of stones in parking lot
- Garrett to do an electrical inspection and report back

6. Report on Workday Projects - 2 work day dates identified

- April 14, 2012
- April 28, 2012 (rain date)
- May 19, 2012

7. Annual Starfish Condo Association Meeting –

- April 21, 2012
- 10 am to noon
- Northside Recreation Bldg (same location as last year)

8. Adjournment