**Board Members Present:** Gary Heal, Dan Mathias, Amy Rispin, Curt Larsen, Fran Borsh, Paula Walker, Jack Andre, Tony Spakauskas and Vince Barazzone

**Board Members Not Present:**

**Staff Present:** Rhea Webster (Association Manager)

**Property Owners Present:** Stephen Borsh, Duane Heidemann and Ralph Swartwood

**Call to Order:** Gary Heal, President of the Board of Directors for the Drum Point Property Owners' Association (DPPOA), called the meeting to order at 7:00 p.m. He stated that the meeting is being recorded, and Robert’s Rules of Order govern the proceedings. He reminded all present to not speak until recognized by the Chair.

**President’s Remarks:** Gary Heal stated that tonight’s Board meeting is being held at the Drum Point Club [as posted on the website] due to the fact that flooring is being replaced in two rooms of the office at 401 Lake Drive.

The following was also noted:

1. Drum Point rights of way, adjacent to the asphalt, are being trimmed. There have been some delays but progress is being made, and work should be completed within the next week. A proposal for the next round of bush hogging has been requested from Denison’s Landscape, and consideration is being given to the purchase of heavy-duty equipment to be used by either paid or volunteer labor (a Cub Cadet can be purchased for $3,300, including taxes and delivery). Discussion will continue during the August Board meeting, once the proposal from Denison’s has been received and other options have been investigated.
2. The Drum Point Club (Drum Point Project, Inc.) and the Southern Calvert Land Trust (SCLT) have requested that the Covenant fees and Mandatory Assessments owed to the DPPOA by these two groups be waived. Handouts provided by each organization justifying their requests were distributed, and discussion will continue during the August Board meeting.

**Motion:** In light of Max Munger’s resignation from the Board, Gary Heal made a motion to remove him from the Planning Committee. The motion was seconded for purposes of discussion. It was noted that an e-mail was sent to Mr. Munger asking about his interest in continued service on any Board committees. No response was received. After further discussion, the motion passed unanimously

**Election of Officers:**

**Motion:** Paula Walker made a motion that the existing slate of Officers be carried forth to the new year. The motion was seconded and passed unanimously. The Officers for the upcoming year are therefore:

* Gary Heal – President
* Dan Mathias – Vice President
* Amy Rispin – Treasurer
* Curt Larsen - Secretary

**Public Comment –** Duane Heidemann remarked about the possible purchase of lawn equipment and Stephen Borsch commented on Mr. Munger’s participation on Board committees.

**Approval of Minutes from June 2nd and June 11th Board meetings:** Curt Larsen made a motion to accept the minutes from both previous meetings, previously distributed via e-mail to all FY 2015 Board members. The motion was seconded and passed as follows: The June 2nd minutes passed by a margin of five in favor (Gary Heal, Dan Mathias, Curt Larsen, Fran Borsh and Paula Walker) and four abstentions (Amy Rispin, Vince Barazzone, Jack Andre and Tony Spakauskas). The June 11th minutes passed by a margin of four in favor (Gary Heal, Dan Mathias, Curt Larsen and Fran Borsh) and five abstentions (Amy Rispin, Paula Walker, Vince Barazzone, Jack Andre and Tony Spakauskas).

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

* The amount requested for reimbursement of operating expenses from County-held Special Tax District funds for the preceding quarter was $5,686.36
* 58% of property owners have paid both Covenant fees and the Mandatory Assessments.
* The Drum Point Club is available both Wednesday, September 2nd and Wednesday, September 9th for the next meeting of the General Membership [after discussion, September 9th was chosen. The meeting will be posted on the DPPOA website].

**Round Table:**

Vince Barazzone commented that there was an incident at the beach involving a young man who was driving recklessly.

Curt Larsen stated that there will be a presentation at the Southern Community Center about the potential for pollution as a result of the expansion of the LNG Plant at Cove Point. The meeting schedule has been posted on the DPPOA website.

**Committee Reports:**

**Action Items** – No report

**Roads Committee:** Gary Heal reported as follows:

1. C. A. Bean Inc. should begin the repaving of the Deer Drive/Johnson Drive area in the next two weeks. Work was delayed due to rain. The work was announced in the summer newsletter, and letters were sent to all affected property owners.
2. Filling of potholes and clearing of some drain pipes, which are clogged due to the amount of rain during the past few weeks, will be handled by casual labor.

**Finance Committee:** Amy Rispin reported that changes continue to be made to the way in which the Profit and Loss Statement and Balance Sheet will be presented. Among other changes, funds will be accounted for on an accrual basis rather than a cash basis. Rhea is working directly with one of the accountants at Toal, Griffith and Ragula (that accountant is out of town until after the 16th of July).

**Environmental Committee:** No report

**Planning Committee:** No report

**Safety Committee:** No report

**Old Business:** None scheduled

**New Business:**

**Formation of Welcoming/Public Relations Committee:** Paula Walker suggested that a committee be created that would serve to provide information to new property owners and help familiarize them with community resources and benefits. The goal is to encourage participation in meetings and committees. In addition to the current welcome package, area retailers may be contacted and asked if they would like to provide discount coupons, gift certificates etc. Other options might include the scheduling of a social gathering at the Drum Point Club, with an announcement in the newsletter inviting newcomers.

**Motion:** Gary Heal made a motion to form a new Neighbor Welcoming Committee with Paula Walker and Fran Borsh as the initial members. The motion was seconded and passed unanimously.

**Reaffirmation of Standing Committees:** Gary Heal explained that, according to Robert’s Rules of Order, committees currently in place are to be reaffirmed each year with their existing membership. Current committees include: the Roads Committee, Finance Committee, Environmental Committee, Planning Committee, By-laws Committee and the Safety Committee. With that in mind therefore:

**Motion:** Paula Walker made a motion to reaffirm all Board committees. The motion was seconded and passed unanimously.

**Reaffirmation of Policies and Procedures Manual:**

**Motion:** Dan Mathias made a motion that the Policies and Procedures Manual be reviewed by the By-laws Committee and revisions proposed to the Board prior to reaffirmation. The motion was seconded and passed unanimously.

**Ethics Document Review:** Gary Heal stated that, among other things, the Ethics Document requires that anything which is discussed during an Executive Session of the Board remains confidential unless the Board agrees to release the details of the meeting. Board members who have already signed the document need not do so again. New Board members were presented with the document for review and asked to sign and return it to the office.

**Committee Membership:**

**Motion:** Dan Mathias made a motion as follows, that the four Board officers be appointed to the Planning Committee as permanent members. Membership on the Committee would end when the director is no longer an officer. The motion was seconded and passed unanimously.

**Motion:** Gary Heal made a motion to appoint Vince Barazzone to the Planning Committee. The motion was seconded and passed unanimously.

**Motion:** Gary Heal made a motion to appoint Vince Barazzone to the Roads Committee. The motion was seconded and passed unanimously.

**Motion:** Dan Mathias made a motion to appoint Duane Heidemann to the Roads Committee. The motion was seconded and passed unanimously.

The next meeting of the Board is scheduled for August 11, 2015.

Dan Mathias made a motion to adjourn the meeting. The motion was seconded, and the meeting adjourned at 8:20 p.m.