**Board Members present:** Libby Fall, Paula Walker, Jack Andre, John Rovero, Curt Larsen and Tony Spakauskas,

**Board Members not present:** Gary, Heal,Amy Rispin, and Vince Barazzone

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

In Gary Heal’s absence, Libby Fall, Vice President of the Board of Directors for the Drum Point Property Owners’ Association (DPPOA), called the meeting to order at 10:00 a.m. She stated that the meeting is being recorded, and Robert’s Rules of Order govern the proceedings. She reminded all present to not speak until recognized by the Chair.

**Vice President’s Remarks:** Libby Fall stated that the meeting would be conducted according to Maryland Law § 5-206, which states, “If the number of members present at a meeting does not meet the requirements of a quorum, those present may call another meeting to meet quorum requirements. At the additional meeting, the members present in person constitute a quorum.” Per the vote conducted at the September 21, 2016 meeting of the General Membership, this is to be considered that additional meeting. [Per State law, an advertisement, announcing the meeting, was placed in the Calvert Recorder, a locally published newspaper]. Therefore, all business of the Association could be conducted.

Libby asked each Board member to introduce themselves and recognized first-time attendees. She then reported as follows:

1. The Board will approve the appointment of the Nominating Committee for the upcoming year during this meeting.
2. Repaving for the 2017 fiscal year is complete, with a mile of road in the Deer Drive vicinity completed in October. This is on track with the schedule set by the Board, to repave one mile each year, so that at the end of 15 years, all roads will have been repaved.
3. Several small storm-water management contracts have also been completed.
4. The mowing and maintenance of the unpaved portion of the right-of-way is complete for the season, and the contract for snow removal is in place.

**Approval of Minutes:** Peter Holt made a motion to approve the minutes from the June 29th meeting of the General Membership, distributed at the door. The motion was seconded and passed unanimously. The minutes were approved as written.

**Committee Reports:**

**Finance Committee:** Jack Andre, Treasurer for the Association, reported the following:

1. The balance sheet and profit and loss statement, budget to actual, were distributed at the door. An expanded profit and loss sheet is available from the office upon request.
2. While payment to Sheehi Paving for the 2016 paving contract, in the amount of $119,026.95, has been made, the check has not yet posted to the account. All expenses are well within budget limits.
3. The annual audit was conducted by Toal, Griffith and Ragula, LLC, and the following changes are being made at their suggestion:
	1. Fees which have been deemed uncollectible have been transferred to a new account, “allowance for doubtful accounts.” To date, $14,926 has been transferred to the new account (see balance sheet under Other Assets). This was done in order to give a more accurate representation of the fees we are likely to collect.
		1. The only accounts affected are for undeveloped properties whose owners are either deceased or can no longer be contacted. Efforts to reach these owners will continue; however, the priority will be those fees which are more likely to be collected.
		2. Accounts for developed properties are more likely to be brought current, either through sale or credits given at foreclosure. Therefore, accounts for developed properties will not be moved to the allowance for doubtful accounts column.
		3. More than $20,000 has been collected from owners whose accounts were badly in arrears, thanks to the filing of these claims as well as a letter sent in November 2015 advising them that a claim would be filed if payment was not received.
	2. Some funds have been transferred from SunTrust Bank to PNC Bank in order to remain below the $250,000 FCIC threshold.

**Safety Committee:** Peter Holt, Chair of the Safety Committee, stated that the Community Emergency Service Center (CESC) is ready should any weather emergencies occur. The CESC stocks first aid supplies and is in contact, via HAM radio, with the County operations center during emergencies. With winter approaching, he advised all to ready their homes with some emergency supplies. Of particular importance is a supply of water on hand since the loss of electricity will render septic systems unusable. Property owners should contact the office with any concerns. He stated also that the security cameras continue to discourage vandalism and trespassing.

Libby shared a comment submitted by a property owner who could not attend today’s meeting. The owner suggested that community members refrain from dumping yard debris in empty lots, as the leaves and limbs would become fodder for fire during a dry season.

**Welcome Committee:** Paula Walker, Chair of the Committee, related the following:

1. At the suggestion of Amy Rispin, a library box has been installed in the yard at the office (401 Lake Drive). There are library boxes springing up in many areas these days, and the idea is to take a book and leave a book.
2. A meeting was held with the following noted:
	1. There are three members on the committee, and new volunteers are welcome.
	2. Previous “welcome new neighbor” events have not been well attended, despite hand written invitations being sent to new property owners. This may be due to the fact that people simply do not have enough time to come to such events.
	3. Suggestions included the setting up of an online blog where property owners can discuss items of interest to the community [note that a Facebook page does exist].
	4. The community clean-up day might serve as an opportunity to meet some of these new people and question them as to what they might like to see happen with regard to meeting times and communication efforts by the Board.
	5. It was also suggested that a shredding event be held, perhaps on the same day as the community clean-up day.
	6. The Association and the Drum Point club have held several events together, including Drum Point Day and an Oktoberfest celebration. These events help to encourage participation by new community members.

**Roads Committee:** John Rovero, Operations Officer, reported as follows:

1. The Executive Vice President of Emergency Operations Center for SMECO conducted a tour of its facility, located in Hughesville. The facility is new with expanded capabilities which will allow SMECO to respond quickly to emergencies throughout the SMECO area.
2. Paving for 2016 is complete, with one mile of Deer Drive repaved, and plans for 2017 are being made for repaving the next mile of road further north in Drum Point.
3. A drainage issue at Laurel Way and Cardinal Drive will be addressed in the coming weeks.
4. The Association requires that a$2,500 bond be placed in escrow against possible damage to roads during major construction. It is fully refundable once all work is complete and no damage has been done. Damage was done recently to one of our roads by a contractor. The owner, who is having the work done, placed a road bond with the Association, and the cost of the repair will be deducted from the bond prior to reimbursement.
5. If anyone is considering the removal of trees on their property, it is important to obtain a permit from Calvert County, in particular if the property is located in the Critical Area, defined as within a 1,000’ of tidal water.
6. Inquiries have been made about the installation of speed control devices. This subject has been discussed in the past but dismissed due to the dislike of these devices by emergency vehicles, school buses and snow plow drivers. In addition, when one of these devices is installed near one residence, people tend to simply speed up once past the device.

**Old Business:** None Scheduled

**New Business:**

**Appointment of Nominating Committee:** Libby Fall asked for volunteers to serve on the Nominating Committee for the upcoming year. With one Board member leaving the area, there will be four vacancies. After discussion regarding the duties of the Committee, the following people volunteered: Duane Heidemann, Craig Sellers and Len Addiss.

**Motion:** Paula Walker made a motion to accept these volunteers as members of the Committee. Tony Spakauskas asked to amend the motion to accept these members but continue the search for additional volunteers in order to have a more diverse committee. The motion was accepted as amended and passed unanimously.

**Water Quality in Drum Point:** Curt Larsen brought forth for discussion the quality of water in Drum Point and suggested it be tested for arsenic. Len Addiss stated that Calvert Well Drilling will test water at no cost. It was decided that Calvert Well Drilling and the Health Department should be contacted with regard to how to go about having ones water tested. A sampling of water around Drum Point may be tested. John Rovero clarified that there have been no reports of problems with water in Drum Point.

**Public Comment:**

Len Addiss asked about the snow removal contractor. It is the same contractor as last year. Markers have been placed in areas where the trucks are likely to veer off the road. Mr. Addiss also asked that the unpaved portion of the right-of-way near the lakes be trimmed closer to the lakes.

Al Lavish also commented about the snow removal and said the drivers must be made aware of where to push the snow. A map of problem spots is kept in the office year-to-year, and these areas are discussed with the contractor prior to the season.

Tim and Karen Hansen introduced themselves as new owners and residents.

Ralph Swartwood, President of the Drum Point Club, said that the Club will be holding its annual meeting and Christmas party this evening and invited all to attend. He said also that the joint activities held with the Association have been successful and will be held again.

With no further business to discuss, Len Addiss made a motion to adjourn. The motion was seconded and passed unanimously. The meeting adjourned at 11:00 a.m.

The next meeting of the General Membership will be held in March 2017, on a date to be determined.