**Board Members Present:** Gary Heal, Jack Andre, Bonnie Blades, Jerry Budnick, Mike Snapp, Asha Andreas and Gina Swartwood

**Board Members Not Present:** Tony Spakauskas, and Vince Barazzone

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

**Property Owners and Guests Present:** Peter Holt

**Call to Order:** In Tony Spakauskas’ absence, Gary Heal, Vice 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 reported that we are expecting measurable snow Wednesday afternoon into Thursday morning and that he is working with the contractor (Grover’s Lawnscape, LLC) on how to proceed. In addition, he recognized Peter Holt for his outstanding service to the Association over the past several years. His name has been added to the “Hall of Fame” plaque in the DPPOA office. This plaque recognizes those volunteers who have gone the extra mile in support of Drum Point.

**Approval of Minutes:** Mike Snappmade a motion to approve the minutes from the December 5, 2018 meeting of the Board, previously distributed via e-mail. The motion was seconded, and the minutes were approved unanimously as written.

**Office Update:** Rhea Webster reported as follows:

* At our request, the State Highway Administration asked their contractor (Aggregate Inc.) to repair the interface of some streets (notably Barreda Boulevard and Raine Road) with the newly resurfaced Rousby Hall Road, and repairs were made the week of December 7th. However, the repairs are deteriorating. State Highway was notified of the problem.
* Property tax assessments for the upcoming period are as follows:
	+ The assessments of the 46 undeveloped lots owned by the Association are unchanged.
	+ The assessment for the office will increase from $169,333 for 2018, then to $173,667 in 2019 and to $178,000 for 2020.
* The transfer of accounts to the Community Bank of the Chesapeake (CBTC) is progressing, with State Highway User Revenue and the Reserve account fully transferred and the others in the works. The other accounts are being transferred slowly in order to assure that all outstanding checks have cleared and that any changes made to the auto-debit bills, such as SMECO, have taken effect.
* According to the Consumer Price Index calculator, covenant fees for the upcoming fiscal year will increase from $100.00 to $102.00 ($101.58 rounded up). This is the latest data available and may change slightly, if updated info becomes available.

**Round Table**

Bonnie Blades related that the trash/recycling bin that Asha mentioned a few weeks ago has reappeared in the water near the Kerman property. The office contacted Chris Boyles who will try to remove it.

**Action Items:** No report

**Operational/Roads Committee:** Gary Heal reported that the repair to the footbridge has not yet begun, perhaps due to the temperature. Chris Boyles does have the work plans, and material has been delivered.

**Finance Committee:** The balance sheet and profit and loss statements were distributed. There are no unusual expenditures to report. Jack reported that he will be officially closing out the two accounts that have been fully transferred from PNC to CBTC (see office report above). The Finance Committee will be meeting in the coming weeks to discuss the budget for fiscal year 2019. Jerry Budnick and Mike Snapp served on the committee last year and volunteered to serve again.

**Environmental Committee:** No report

**Safety Committee:** Peter Holt reported the following:

* The State is now requiring the replacement of any battery-only operated smoke alarm that is more than 10 years old. Mike suggested that a notification be placed on the Association website and in the next newsletter.
* Peter will check the fire extinguisher for age and efficiency.

**Welcome Committee:** No report

**Old Business:**

**New Business:**

**Public Comment –** None offered

The next Board meeting is scheduled for Tuesday, February 6th at 7:00 p.m. With no further business to discuss, Bonnie Blades made a motion to adjourn. The motion was seconded and passed unanimously. The meeting adjourned 7:45 p.m.