**Board Members Present:** Tony Spakauskas, Gary Heal, Jack Andre, Bonnie Blades, Asha Andreas, Gina Swartwood and Alyssa Holiday (by phone – 7:00 – 7:45)

**Board Members Not Present:** John Manca and Mike Snapp

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

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

**Call to Order:** Tony Spakauskas, 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:** Tony noted that a decision had to be made with regard to which seats would be filled by each of the newly-elected Board members (three 3-year seats, two 1-year seats and one 2-year seat). After discussion, the following decision was made:

* Tony Spakauskas – 3-year seat
* Jack Andre – 3-year seat
* John Manca – 3-year seat
* Gina Swartwood – remainder of term vacated by John Rovero – 1-year seat
* Asha Andreas – remainder of term vacated by Libby Fall – 1-year seat
* Alyssa Holiday – 2-year seat

**Election of Officers:** In light of the fact that most of the directors are new or relatively new to the Board of Directors, a suggestion was made to maintain the current slate of officers. After discussion the following motion was made:

**Motion:** Gina Swartwood made a motion to re-elect the current officers to continue in their present positions. The motion was seconded and passed unanimously. The Board officers for Fiscal Year 2019 are as follows:

* Tony Spakauskas – President
* Gary Heal – Vice President
* Jack Andre – Treasurer
* Bonnie Blades - Secretary

**Public Comment:** None present

**Approval of Minutes:** Bonnie Blades made a motion to accept the minutes from the June 5, 2018 meeting, distributed previously via email. The motion was seconded and approved unanimously. The minutes were approved as written.

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

1. The grading permit for work in the rights of way has been updated. The permit is good for another two years [and is posted in the office]. The permit covers re-paving, re-grading, storm-water management projects, bush hogging etc.
2. With the reduced monthly fees offered by the Community Bank of the Chesapeake (CBTC) (versus PNC) for merchant services, the convenience fees charged to property owners who wish to pay HOA fees via a credit card can now be reduced.
3. The fall cleanup will be scheduled for September or early October.
4. Membership [those property owners who have paid all fees billed by the DPPOA office] for fiscal year 2018 reached 78% by the end of the fiscal year. Membership thus far for the current fiscal year stands at 65%.
5. The Request for Proposals for this year’s paving project was sent to the Calvert Recorder and will be published in each edition for the two weeks prior to the pre-bid meeting, scheduled for July 12th. The bid-opening is scheduled for July 19th.
6. Updated banking information was distributed for inclusion in each of the Directors’ manuals. Manuals are available for both John and Alyssa.
7. Drum Point Day will be held July 4th, with setup beginning at the Drum Point club at 3:00 p.m.

**Round Table:**

* Asha Andreas said that a property owner reported to her on behalf of another owner whose view of the water is now blocked by an overgrown hedge on an adjacent private property. After discussion, it was determined that the Board is not authorized to direct how a property owner maintains a hedge on private property. This is an issue that should be handled between neighbors.
* Asha also related a complaint from an owner about a trash can that is sitting close to the road’s edge on Lake Place. Gary will do a site visit to determine if it is on Drum Point property and/or if it has been placed there in order to be picked up by a trash collection company.
* Gina asked for clarification on the convenience fee charged for use of a credit card to pay HOA fees. Gary asked about the possibility of our using PayPal to enable property owners to pay fees via credit card. According to Gina, the Club is paying higher fees for this service than the Association currently pays through CBTC.
* Tony commented on the accessibility of the various “DPPOA Beach Access” areas. Gary will conduct site visits to determine if the areas in question remain accessible.

**Committee Reports:**

**Action Items:** In Jeff MacDonald’s absence, Gary reported the following:

1. He will be present at both the pre-bid meeting, scheduled for July 12th, and the bid-opening, set for July 19th, for this year’s paving work. The proposals will be sent to the Board via email. In order to avoid a delay in the project, the Board can discuss and approve a contract via email and affirm the decision during the August Board meeting.

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

1. Flooding from recent heavy rains caused a swale and a storm-water collection box to wash out on Mill Creek Drive. Grover’s Lawnscape will be asked to prepare a proposal for repair of the collection box and the regrading of the area.
2. A pipe that runs under two adjacent driveways on Laurel Way has, once again, been clogged due in large part to the continued burning of yard debris in the swale by the uphill property owner. The burned debris washes down the slight hill and into the pipe, which results in the undermining of the downhill driveway. This happened in 2008, and the owner who does the burning in the swale was asked at that time to stop the practice. After discussion, it was decided that a letter will be sent to the uphill neighbor. If he does not desist, he will be assessed the current and past costs of the repairs. If he refuses to reimburse the cost of the repairs, a claim can be filed in District Court. Jeff MacDonald has worked to clear the pipe and will determine how to resolve the issue.

**Finance Committee:** The Balance Sheet and Profit and Loss Statements were distributed. Jack reported that, with no quorum present at the June membership meeting, the budget for FY 2019 could not be passed. Therefore, we will continue to operate on the FY 2018 budget. [The September meeting of the general membership will be conducted per Maryland State law governing quorums.]

**Environmental Committee:** Bonnie Blades reported that she will be speaking with Mark Smith, the DNR contractor authorized to treat Phragmites in the Critical Area. She continues to try to persuade property owners along the water, where the invasive plant is present, to have Mr. Smith treat their properties, at their own expense.

**Safety Committee:** No report

**Welcome Committee:** No report

**Old Business:** None scheduled

**Recreation/Playground Area Committee:** No report

**New Business:**

**Reaffirmation of Committees:** The following committees were raised for reaffirmation (\* indicates a permanent committee of the Association):

* Environmental Committee
* Finance Committee\*
* Planning Committee\*
* Roads Committee\*
* Safety Committee
* Welcome Committee

**Motion:** Gary Heal made a motion to reaffirm all committees and their members for the new year. The motion was seconded and passed unanimously.

**Public Comment –** None offered

The next Board meeting is scheduled for Tuesday August 7, 2018 at 7:00 p.m. The meeting adjourned at 7:35 p.m.