**Board Members Present:** Tony Spakauskas, Gary Heal (by phone), Jack Andre, Mike Snapp and Gina Swartwood

**Board Members Not Present:** Bonnie Blades, Asha Andreas, John Manca, and Alyssa Holiday

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

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

**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:** None offered

**Public Comment:** None offered

**Approval of Minutes:** Gary Heal made a motion to accept the minutes from the November 11, 2018 meeting, distributed previously via email. The motion was seconded and approved unanimously. The minutes were approved as written.

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

* The insurance premiums for the upcoming year:
	+ Directors and Officers
		- $3,582 in 2018 (budgeted $3,240)
		- $4,056 for 2019 (budgeted $3,600)
	+ Liability
		- $546 in 2018 (budgeted $503)
		- $600 for 2019 (budgeted $600)

After discussion by the Board, it was decided that an inquiry would be made regarding the details of the policy. [The result of the inquiry was that the coverage is for more than D&O coverage for the Board and includes coverage for property and employee dishonest.]

* Standpipe
	+ A manhole cover on the Laurel Way standpipe was removed and rolled down the hill. Rodney Thomas will be asked to retrieve and put it back into place.
	+ The winter newsletter was mailed Friday, November 30th (421 were sent via the Post Office and 869 by Email)

**Round Table:**

Mike Snapp reported that there has been little movement on the cleanup of the burned-out house on Mills Creek Drive, although he continues to pursue the issue via the County Zoning Violation office.

Gina Swartwood reported that bushes on a curve above the Bay Drive Causeway are in urgent need of being trimmed. This is part of Karl Bowen’s three-year cut back, and he will be asked to put this area at the top of his list. Jack Andre reported that the intersection at Chestnut Drive and Barreda Boulevard is also in need of a major trim (the County Highway Department will be contacted for this area, as both streets are maintained by the County).

**Committee Reports**

**Action Items:** No Report

**Operational/Roads Committee:** No report

**Finance Committee:** The Balance Sheet and Profit and Loss Statements were distributed. Jack reported that all expenses are within the budget.

**Environmental Committee:** No report

**Safety Committee:** No report

**Welcome Committee:** Gina Swartwood reported that she and Asha Andreas filled two new buckets and that Cindy Andre delivered a welcome bucket to a new owner on Bay Drive.

**Old Business:**

**Recreation/Playground Area:** Tony, Gary and Rhea held a conference call with Tom Schild, Attorney for the Association. The following was noted:

* Mr. Schild pointed out that what we are considering should be referred to as a Tot Lot, rather than a playground, as a playground gives the impression of something much larger than what we are discussing.
* We were advised to go online to find a list of industry-accepted standards for the equipment and maintenance log requirements.

According to the insurance agent for the Association, our policy can be adjusted to cover equipment. Information on price and type of equipment, size of area and a maintenance log would have to be provided to enable the company to prepare a quote.

Robin Munnikhuysen, Calvert County Critical Area Officer, will be contacted to determine if we can obtain a permit to install the equipment on the community beach.

The next step is to determine the cost and type of equipment we are considering.

**New Business:** The Nominating Committee members will be announced during the meeting of the General Membership, this Saturday the 8th of December.

**Public Comment:**

Peter Holt presented a Calvert County Topographic map from 1980. It provides information on County taxes, developed properties etc. and will be kept on file in the office.

The next meeting is scheduled for Tuesday, January 8, 2019 at 7:00 p.m.

With no further business to discuss, the meeting adjourned at 7:35 p.m.