

Drum Point Property Owners' Association
Board of Directors Meeting
401 Lake Drive
February 15, 2024
Final

Board Members Present: Tony Spakauskas, Jack Andre, Bonnie Blades (by phone), Asha Andreas, and Allen Fine

Board Members Not Present: Mike Snapp, Ginny Rice, Susan Rork, and John Latham

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 6:30 p.m. All meetings of the DPPOA are recorded, and Robert's Rules of Order govern the proceedings.

Approval of Minutes and Agenda: Allen Fine made a motion to accept the minutes from the January 2, 2024, meeting, distributed previously via email. The motion was seconded and approved unanimously.

President's Remarks: No report

Office Update: Rhea Webster reported the following:

- This year's mailing of statements included only a letter to those people who are three or more year's in arrears versus a copy of an Affidavit in Support of Judgment (the primary document used to formally file a claim in Maryland District Court). This was done in part due to the fact that the Board itself must file the formal claim. Therefore, going forth, the documents will be prepared by the Association Manager, however, a Board member will sign the Affidavit in Support of Judgment and must appear in court if any property owner disputes the claim and files an intent to defend. The information regarding who must file a claim was clarified by Amber Bryant of the Pickett Law Firm.
- The Community Association Institute (CAI) conducted a webinar on the Corporate Transparency Act, which will require all associations and other corporations to file a Beneficial Ownership Information report. This is an effort to guard against possible money laundering. The following was noted:
 - The DPPOA Board, as with most HOA's, is staffed by volunteers who do not benefit from their position; therefore, there are questions as to why this is being required.
 - The information needed for each Board member is similar to what is needed for them to acquire signatory power at the bank (driver's license, date of birth, etc.). This information would need to be updated annually.
 - The Board has just 30 days to register new members, and a fine of up to \$500 per day could be levied for non-compliance.
 - There would be a need for prospective Board members to be informed of this requirement prior to their running for the Board. This requirement could affect a person's willingness to serve on the Board.
 - The by-laws would need to be amended in order to allow the Board to dismiss any Board member who refuses to abide by this requirement and supply the needed information.
 - The CAI is working to make HOA's exempt from this requirement, therefore, they are recommending we do not file at this time, as the deadline is 12/31/2024.

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- Statements for fiscal year 2025 were mailed at the end of January, and payments are being received daily.
- Tom Pelagatti continues to be the Attorney of Record for the DPPOA but has not functioned in that capacity for a number of years. His office has requested his name be removed. Amber Bryant of Pickett Law advised that we do not need to have an Attorney of Record and sent a form to be completed to have Mr. Pelagatti removed.
- QuickBooks, accounting software from Intuit, is due to be updated. Prices have increased significantly with QB Desktop priced at \$649.00/year versus the previous amount of \$423.99 for a three-year subscription. If there is a need to upgrade to QuickBooks Premier in order to continue tracking property owners' billing, the cost will be \$949/year. Or there is an option to upgrade to the online version at \$200.00/month after the first one-year discounted online program at \$100.00/month. Given that the Intuit reps who were consulted last year regarding batch invoicing were not aware that the pro version allowed for this, the best option at this point is to download the update for the Desktop Pro version at \$649.00/year and upgrade to Premier only if and when necessary.
- Karl Bowen is working with the Drum Point Club to remove some downed trees on club property adjacent to the community beach. He has asked to bring a mini excavator across the community beach. Once work for the club is complete, he will be sure the community beach is left clear of any sign of his having been on the beach. After discussion, it was decided that this request is granted.

Committee Reports and Roundtable:

Operational/Roads Committee:

Rhea reported the following:

- Steve Rowe continues to work with Grover's Lawnscape on updated requirements and pricing of seven areas for Storm Water Management control. The following was noted:
 - Steve Rowe is out of the country until the end of February, and any major questions or concerns will have to be addressed when he returns.
 - John Wood's proposal is no longer being considered as the pricing was nearly three times the cost for similar work.
 - Steve met again with Mike Toro from Grover's Lawnscape and asked that some areas include fabric and larger stone.
 - It was noted that a driveway on Ottawa Drive was to have been excluded from this proposal but remains on the list. After discussion, it was decided that action on this proposal will be postponed pending Steve's return.
- Karl Bowen has begun work on the "three-year cutback" of vegetation above the street and at ground level.

Finance Committee: The Balance Sheet and Profit and Loss Statements were distributed. Jack Andre, DPPOA Treasurer, stated that most accounts are within the expected range. Hospitality is slightly over budget, but there will be no major expenses in this category until the next fiscal year, which begins July 1, 2024. The insurance expense is also slightly over budget, and this will be addressed by the Finance Committee who will be meeting in March to discuss the budget for FY 2025. Jack will email members of the committee to determine availability.

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Environmental Committee: No report

Safety Committee: No report

Welcome Committee: Rhea reported three welcome buckets were distributed over the past month, leaving four available for distribution. Cindy Andre has purchased enough supplies to assemble an additional four buckets.

Planning Committee: Beach Erosion: No report

Unfinished Business:

Reserve Study: The following was noted:

- The Board continues to be concerned about the number of items cited in the study for the setting aside of funds for future repairs and the impact the setting aside of those funds might have on future boards and the community.
- Funds set aside in a reserve are considered a liability in that the funds have been allocated for a particular expenditure and cannot be used for other purposes.
- Michael Pelegrino, from Miller-Dodson, suggested that the Board may exclude items that they deem unnecessary in the study. With that in mind, there was a suggestion to focus on only those items vital to the community, to include standpipes, dry hydrants, the boat ramp etc. Items that will not need repair/replacement for twenty years or more will be excluded from the study.
- After discussion, it was decided that the Finance Committee will conduct one more review, concentrating on high ticket items, amenities and those things integral to the safety of the community, and report back to the Board for a final decision. Bonnie Blades will also review the list of items in the original study and send her findings to the Finance Committee.

Security Cameras: Allen Fine presented the following:

- The initial cost of two Arlo Go cameras for installation at the community beach is \$668.07, including tax.
- The cost to have the cameras installed is estimated at \$500.00.
- The cost of a subscription and cell fees to allow monitoring of the cameras is estimated at \$840.00 per year.

Motion: Jack Andre made a motion to approve the purchase of two cameras and the cost of installation in the amount of \$1,168.00, in addition to the annual expense of internet access at approximately \$35.00/month for each camera for a total yearly cost of approximately \$840.00. The motion was seconded and approved unanimously.

New Business: None scheduled.

Public Comment: None offered.

The next Board meeting will be held on Tuesday, March 5, 2024, at 6:30 p.m. With no further business to discuss, the meeting adjourned at 7:30.