

# **Antigua Condominium Association**

## **Minutes of the Meeting of the Board of Directors**

January 21, 2026

The meeting of the Board of Directors of the Antigua Condominium Association was called to order by Randy Ditch, president, on Wednesday, January 21, 2026, at 7:01 p.m. The meeting was held via conference call. The following directors were present: Harry Baumohl, Randy Ditch, Mike Falkner, Steve Hessenauer, Mike Keenan, Robert Mayer, Bonnie Medford and Ellen Schweiger. Sheri Miller was absent. A quorum was present. Mike Keenan left the meeting shortly after the owner comments.

The following unit owners were present: Dennis & Mary Ellen Marsalek, Christine Keenan, Matthew Grill, Wanda Ditch, Mark Ricker, Randy Cowan, Cindy Frederick, Ingrid Miller, Rosey Whittaker, Don Brown, Kat Ilkhani, Frances Cruz, Patty Brann, Steve Karlow, Jessica Drake, Chris & Helen Vallone and Peggy Sheer.

### **Owner Comments and Concerns**

Randy welcomed the owners and opened the floor to comments and concerns, requesting that any comments or concerns relating to matters on the agenda be held until the agenda item is considered.

An owner inquired about the schedule for the pest control monthly inspections and notice when the regular date is changed. Randy will have the present schedule sent to all owners.

### **Approval of Minutes**

Robert presented the draft minutes for the board meetings of December 17, 2025 and January 8, 2026. There were no comments. Robert moved and Ellen seconded that the minutes of the meeting of December 17, 2025 be approved as submitted. The motion passed on a voice vote without opposition. Robert moved and Mike seconded that the minutes of the meeting of January 8, 2026 be approved as submitted and released. The motion passed on a voice vote without opposition.

### **President's Report**

Randy reported that Jeff Atkins asked if he could reduce his hours by working half days (9:00 to 12:00) on Wednesdays during the off season. He will be available on Wednesdays if he is needed, such as for mouse inspections. There will be a sign posted on the office door stating he will not be in. Contractors and others needing keys to units may contact Shore Management which will handle key access in Jeff's absence as it presently does.

Summer hours for the office will follow the same pattern as in 2025. The summer office hire will start on May 11, 2026 and overlap with Jeff for a week. The summer hours will start on May 18. The start dates may be moved.

The most recent mouse inspection showed mice on the first four floors, which is an improvement. Bait is refreshed if it is stale or eaten. Additional bait stations were set on the ground level floor in the pool equipment room and the trash room. The ten large bait stations cannot be located and Randy did not know what happened to them. The pest control company did not think that bait stations were necessary on the exterior of the ground level. Randy will look into it further.

An owner asked about storm preparations for the expected snow storm later in the week. During the off-season there are no particular preparations such as stacking pool equipment. Randy will ask Cindy about snow removal preparations and supplies.

### **Treasurer's Report**

Financial Statements. Mike Falkner reported on the financials. Since the financial reports that were included in the Board Meeting Package were prepared, about \$143,000 was transferred from the Bank of Ocean City checking account to the Special Assessment Account. The January transfer to the Reserve Fund Account was made. The Reserve Fund was fully funded in 2025.

Audits. The 2024 audit was completed and the final version was included in the Board Meeting Package. Wigglesworth, Layton, Moyers & Chance, PC performed the 2024 audit and submitted its proposal for the 2025 audit. The engagement fee is \$9,250 for the audit and tax return services. If significant additional time is necessary, they will advise the condominium of the additional charges before they are incurred. The cost was discussed. It is higher than the prior accountant, but the prior accountant entered into a three-year engagement for the 2021, 2022 and 2023 audits in 2021. There have been changes in the accounting profession that have led to generally higher costs. Wigglesworth was the middle priced audit proposal for the 2024 audit.

Mike moved and Harry seconded that the proposal from Wigglesworth, Layton, Moyers & Chance, PC for the 2025 audit be accepted. The motion passed with six directors voting in favor, one voting against and two being absent. The directors voting in favor of the motion were Harry Baumohl, Randy Ditch, Mike Falkner, Steve Hessenauer, Robert Mayer and Ellen Schweiger. Bonnie Medford voted against the motion. Mike Keenan and Sheri Miller were absent.

### Invoices.

Charles Brown Glass. Ev-Air broke several windows. We contracted with Charles Brown Glass to replace them. Ev-Air will reimburse the condominium. Mike moved and Robert seconded that the Charles Brown Glass Co. invoice for \$2,550 be paid from the Special Assessment Account. The motion passed on a voice vote without opposition.

Mike paid the prior Charles Brown Glass invoice for \$1,550 for broken windows from the Bank of Ocean City Operating Account. Mike moved and Robert seconded that \$1,550 be transferred from the Special Assessment Account to the Bank of Ocean City Operating Account to reimburse the account for the prior payment. The motion passed on a voice vote without opposition.

An owner inquired whether Ev-Air would repair damage screens. Ev-Air is required to protect the condominium property which includes screens and screen doors. The matter was discussed.

Ev-Air Tight. Mike presented Ev-Air Tight's payment application for December work which was approved by Kirk Parsons of ETC. It is for \$158,041.35. Mike moved and Robert seconded that the payment application be approved and be paid from the Special Assessment Account. The motion passed on a voice vote without opposition.

ETC. Mike presented ETC's invoice for its December work. The amount of the invoice was computed with mileage charges that were not reflected on the invoice. They will be on the next invoice and this invoice will be adjusted to reflect payment only for professional services in the amount of \$9,110.33. Mike moved and Robert seconded that the invoice be approved and be paid from the Special Assessment Account. The motion passed on a voice vote.

DCMA. Mike presented the annual membership fee invoice for DCMA in the amount of \$75.00. Randy noted that several board members had attended meetings and that it was a good resource. Mike moved and Robert seconded that the invoice be approved. The motion passed on a voice vote without opposition.

Wigglesworth. The accounting firm will prepare any required 1099 tax forms. The due date is the end of the month. Mike did not think that any would need to be prepared but asked for authority to engage Wigglesworth if there are any that will be needed. The cost is \$50 to set-up and \$10 per 1099. Mike moved and Robert seconded that the proposal be approved. The motion passed on a voice vote without opposition.

Wet/dry Vac. An owner requested that the condominium have a wet/dry vac available if an owner needed it. Mike purchased one and it will be available to owners if needed.

### **Secretary's Report**

Robert reported on the timeline for nominations for the annual owners meeting on April 25, 2026 and the statutory change requiring an independent party to collect, count and certify the results of the election for the board of directors. We will likely need a post office box for mailed ballots and a new email address for emailed ballots. The matter was discussed. Robert will work with Cindy to find a suitable independent party.

Robert also reported that an owner asked if they could hold a birthday dinner in the area between the building and the dunes. They envisioned 50 guests for dinner and the possibility of a tent. The matter was discussed. A number of issues were raised: the starting and finishing time; cleanup; parking; bathrooms; music and noise; insurance; and facility charges, among others. There were two questions: Whether the condominium facilities should be available for private parties for owners and, if so, the appropriate rules and facility agreement. It was felt that the Visioning Committee should

look at the matter and that the board was not in a position fully evaluate the issue at this time.

Robert moved and Harry seconded that the request be denied and the use of facilities be referred to the Visioning Committee. The motion was passed on a voice vote without opposition.

### **Maintenance Report**

Water Damage. The hot water heater in unit 801 leaked and caused damage to 801 and 701. Advanced Solutions Company was called in for the mitigation and provided estimates for the repairs to the units and for upgrades to the units. The mitigation cost was \$4,399.51. The estimate for the repairs to the units was \$25,490.81 and for the upgrades, \$2,666.27. The question of who was responsible for what repairs was discussed. The Antigua's Master Insurance Policy has a \$25,000 deductible for water damage and would be applicable in this case. The board will consult its insurance agent and legal counsel.

Robert moved and Mike seconded that the mitigation cost of \$4,399.51 be paid from the Reserve Fund. The motion passed on a voice vote. Bonnie stated that she had voted against the motion.

A unit owner stated that water damage from the unit above hers had not been repaired.

Cindy recommended that an inventory of the hot water heaters be taken. They should be replaced every ten to twelve years. The water heater involved in this instance was a 1990 water heater.

Robert moved and Ellen seconded that Shore Management take an inventory of the hot water heaters. The motion passed on a voice vote. The inventory should include the age and whether there is a shut-off valve for the hot water heater.

Pool Repairs. Cindy obtained three quotes for pool work. They included new plaster on the pool, black trim tile on step edges, coping, replacement of the skimmer, caulking and other work. Premier Pool Service quoted \$72,699.90; Atlantic Pools and Spas, Inc., \$29,752.80; and Shreve's Pool Plastering, Inc., \$41,000. Randy and Mike will review the proposals.

Duct Cleaning. Cindy obtained two quotes to clean the dryer vents and chases. Dirty Ducts quoted a fee of \$8,592.00. Stanley Steemer of Delmarva quoted a fee of \$15,091.22. The quotes include cleaning the vents from the dryers to the chase. Stanley Steemer also included replacing any plastic vent pipes with aluminum transition hoses. Steve will be the board contact on this matter and will discuss the proposals with Cindy.

Power Washing Walkways. Resort to Us proposed power washing the walkways. The cost will be \$2,300. After a discussion of the prior year's work and costs, Robert

moved and Mike seconded that the proposal be accepted. The motion passed on a voice vote without opposition.

Windscreens. Two proposals from engineering firms were presented. The proposals were to design and provide drawings for windscreens on the first four floors. The purpose of the windscreens is to keep water out of the elevator lobbies. There are presently automatic sliding doors but the doors are beyond repair and have been difficult to maintain. During rain storms, the wind tunnel effect in the building forces rain up the rotunda and into the elevator lobbies on the first four floors. The water forms pools of water on the four floors and can flow into the elevators. The wind can also affect the elevators. Both affect the operation of the elevators and have put them out of service. Engineering and Technical Consultants, Inc. quoted a fee of \$2,900. Restoration Engineering, Inc. quoted a fee of \$8,375 with an additional fee of \$5,435 for contract administration, if we were to choose to have that service. Charles Brown Glass had quoted a cost of \$21,600 for the glass in August 2025. New sliding glass doors would be about \$8,500 each.

The matter was discussed and various options proposed. Both engineering firms raised the question of whether the windscreens would work as intended. The idea was to test a windscreen on one floor and evaluate it before installing them on all four floors. The project is limited to the first four floors. Those are the floors that have had the problem. Another option was to install a fixed panel on the elevator side of the elevator lobby entrance and leave the other side open and without a door. It was discussed. A test of this option could be done by modifying an existing door. Installing a manual door was another option discussed.

At the conclusion of the discussion, Robert moved and Ellen seconded that Cindy contact Coastal Construction to use the existing door on the second floor, make the presently moving panel stationary, remove the present stationary panel and caulk around the interior and exterior of the modified structure. The motion passed on a voice vote without opposition.

Delmarva Doors. The two roll-down doors on the Delmarva electrical rooms on the ground level do not operate and repair is not feasible. The doors are the condominium's responsibility but, for safety reasons, only Delmarva has access to the areas. Clark and Sons, Inc. quoted a cost of \$15,235.00 to install two new doors. Final measurements need to be made before the doors are ordered and the price may vary based on the final measurements. They do not need to be fire rated. It would be best if the work can be done while Ev-Air is completing the coating project so that the wall behind the door frames can be exposed, inspected and repaired as necessary. The board will ask Cindy to work with Delmarva on the project and particularly the temporary access while Ev-Air repairs the areas under the door frames.

Robert moved and Harry seconded that Clark and Sons' proposal be accepted including any price change resulting from final measurements. The motion passed with

six directors voting in favor, none voting against, one not voting and two being absent. The directors voting in favor of the motion were Harry Baumohl, Randy Ditch, Mike Falkner, Steve Hessenauer, Robert Mayer and Ellen Schweiger. Bonnie Medford did not vote. Mike Keenan and Sheri Miller were absent.

#### Fire Doors.

The fire doors that Clark and Sons is installing on the trash room and the domestic water room will need to be tested annually.

Leaking Sewer Pipe on Ground Level. Cindy met with 5 Star Plumbing to try to come up with a plan to repair the leaking sewer pipe in the east exterior wall. This is going to be a significant undertaking. They are considering relining the pipe instead of removing it. In order to see exactly where this pipe is and where the repair needs to be made, it may be necessary to cut a hole in the bathroom wall in unit 103 or 104.

Sewer Line Flush. Cindy met with Atlantic Pumping to get a proposal to flush out the sewer line from the roof. The prospective contractor would like to try one line to see if his equipment can accomplish the task. She will get a quote for the trial. The work would best be done when the weather gets a little warmer.

Cindy suggested having Coastal Construction look at the matter using Ryan's directions. Ryan was employed by the Antigua several years ago and tested the waste lines. Basically, he put dye down a toilet on the 13<sup>th</sup> floor and tried to determine the flow at the ground level. He could not tell if there was anything that could become an obstruction, but he was able to see if there was a restricted flow.

#### **Coating Project Report**

Robert reported that Randy and he attended the Progress Meeting on January 15, 2026 with Ev-Air and ETC.

Completion Date. Ev-Air prepared an updated work schedule as of January 20, 2026. The completion date for final cleanup and demobilization is projected to be April 6, 2026. All projections are weather dependent.

First 12 Floors. The parge has been removed and Ev-Air is repairing cracked and damaged concrete.

The exterior wall on the units on the 01 and 08 tiers is about 18 inches wider than on the other tiers. The additional length is parged, but it is not concrete under the parge. It is similar to Dens-Glass. The existing portion will be removed and replaced with Dens-Glass and parged. We are waiting for the pricing from Ev-Air. This will be a change order.

The 13<sup>th</sup> and 14<sup>th</sup> floors. Unit 1301 is close to completion. It needs some caulking and painting. The last step will be to re-coat the balcony deck. It should be finished the week of January 19. Unit 1302 is nearing completion. The delay is the

balcony floor which needs repairs. The cost for the additional work will be \$4,600 and will be in the next change order. The swing hung from the roof will be moved to 1303 and work will begin on it the week of January 19.

Elevator Tower. The north wall of the elevator tower has been completed. Ev-Air is working on the west wall of the elevator tower. It has removed the Antigua sign and we are considering whether the sign should be painted. It is stored in the shop. Ev-Air will hang a second swing on the south wall of the elevator tower and will use it when the weather is not appropriate for parging or painting other walls but the existing parge on the south wall can be removed. They will move a crew that would be working elsewhere when those conditions exist. Ev-Air will be working on the interior walls of the old water tower.

Ground Level. The roll-up doors for the trash room and the domestic water pump room were removed and temporary doors installed. One new fire-rated roll-up door is ready for installation. The other will arrive in a week or two. Ev-Air repaired behind the old door frames and will parge and paint them before the new doors are installed.

Costs to Date. We have exceeded the allowances for vertical concrete repairs and for routing and sealing cracks. We have allowances remaining for overhead concrete repairs and vertical full depth concrete repairs. Ev-Air and ETC have measured the cracks and damaged concrete on the first 12 floors. The parge is being removed from the north and south elevator towers. We can expect more cracks and concrete repairs. Two of the eight 13<sup>th</sup> floor units have been re-coated. The parge has not been removed from the remaining six and we can expect more cracks and concrete repairs to be found when it is removed. We are presently \$57,049 over the allowances for cracks and concrete repairs. This will go up as we remove the remaining parge and see what is underneath it. There have been change orders of \$59,267. We will receive a credit for the seven units in which the sliding glass doors have been removed Kirk Parsons estimated it at \$35,000. Ev-Air is reviewing his calculation.

We budgeted a contingency of \$168,822. We have about \$87,500 of contingency funds that we have not committed and a credit for the seven balconies. We will use some of that for the additional crack and concrete repairs, the waste line repair and the Dens-Glass on tiers 01 and 08.

It is hard to know today how close to the budget total we will come. We will have a better idea after more of the existing parge coating on the 13<sup>th</sup> and 14<sup>th</sup> floors and the elevator tower has been removed and the balconies have been evaluated. Without further unexpected costs, we are likely within one to three percent of the budget, either over or under, but more likely over.

Coastal Construction was hired to remove furniture and other items from the balconies where the owners had not done so and those who requested the service. Notice of the need to clear the balconies was given in October and additional notices to

the remaining unit owners before Christmas. Invoices were sent to the owners but some have remained unpaid. The total of the unpaid invoices is \$715.

Robert moved and Mike seconded that the Coastal Construction invoices totaling \$715 be paid from the Special Assessment Account and charged back to the affected unit owners. The reimbursement amounts will be deposited in the Special Assessment Account. The motion passed on a voice vote without opposition.

Coastal Construction installed temporary wooden doors on the trash room and the domestic water room so that Ev-Air could remove the existing parge behind the existing door frames, make necessary concrete repairs, apply a new parge coating and paint it before the new doors are installed. The cost was \$600.

Robert moved and Mike seconded that the Coastal Construction invoice for the temporary doors in the amount of \$600 be paid from the Special Assessment Account. The motion passed on a voice vote without opposition.

Ev-Air broke several windows. Shore Management ordered replacements from Charles Brown Glass and the condominium paid for them. Ev-Air will reimburse the condominium for the broken windows. Five are included in Change Order 4 in the amount of \$4,100. The change order provides for a credit for the broken windows.

Robert moved and Mike seconded that Change Order 4 in the amount of \$4,100 for reimbursement of five broken windows be approved. The motion passed on a voice vote without opposition.

### **Strategic Visioning Committee**

Harry reported that Dan Scheer and he were working on a letter to the owners about the Committee and its objectives and to solicit volunteers to work on it. A separate email has been set up for the Committee.

### **Old Business**

Elevator Codes. Ellen raised the matter of the elevator codes which were originally planned to be instituted last summer. The activation was delayed. It was decided to carry the matter over to the next board meeting.

Building Fee. The budget was approved at the fall owners meeting after a discussion of the amount of the building fee. It was \$50 a week for the summer of 2025. The budget raised it to \$75. There was concern about the amount of the building fee. The owners approved the budget with the understanding that the building fee could be adjusted by the board provided that the projected budgeted income from building fees remained the same. Ellen will prepare a report on the alternatives. The matter will be carried over to the next board meeting.

Bathroom Renovations. Mike reported that the Bathroom Renovation Committee which consists of Bonnie Medford, Ingrid Miller and himself identified various

improvement and had asked Cindy to get some preliminary quotes. The matter will be carried over to the February board meeting.

Shore Management Contract Renewal. Shore Management's contract automatically renews on April 1, 2026 unless a 60-day notice of non-renewal is given. The contract also provides that it may be terminated without cause on 60 days' notice. Randy will take the lead in reviewing the contract.

Resort to Us. The Resort to Us contract renews on April 1, 2026 unless 30 days' notice is given of non-renewal. Randy will lead in reviewing the contract.

### **Executive Session**

Robert moved and Ellen seconded that the board go into executive session to consider owner accounts and a legal matter. Md. Condominium Act §§11-109.1(a)(4) and (a)(8). The motion passed with all directors present voting in favor. The directors voting in favor were Harry Baumohl, Randy Ditch, Mike Falkner, Steve Hessenauer, Robert Mayer, Bonnie Medford and Ellen Schweiger. Mike Keenan and Sheri Miller were absent.

Special Assessment Arrears. There were six unit owners who were seriously behind in paying their special assessment as of the last board meeting. Robert was delegated to write to each one. Three became current or paid the balance of the special assessment. Two submitted payment plans and one did not respond. The two payment plans require \$500 payments until the summer and the balance in equal installments by the end of the summer. Regular monthly assessment must remain current. In both cases, the regular monthly assessments are current. If any payment is late or if the regular condominium fee is not paid, the remaining outstanding balance of the special assessment will become due and the matter will be referred to counsel.

It was recognized that there is an unfairness in giving additional time to two unit owners when everyone else has paid timely but there is also the pragmatic aspect that legal action which is the next step will likely not result in payment for several months in any event. Robert spoke with both owners and was satisfied that there were special circumstances in these two cases.

Robert moved and Harry seconded that the payment plans be accepted. The motion passed on a voice vote. All directors voted in favor of the motion except Mike Keenan and Sheri Miller who were absent, Ellen who voted against the motion and Mike Falkner who abstained.

Robert moved and Mike seconded that the account of the owner who had not responded be referred to counsel. The motion passed on a voice vote. All directors except Mike Keenan and Sheri Miller who were absent voted in favor of the motion.

Mike presented the accounts receivable list for condominium assessment and the special assessment. Quarterly statements will be sent to all owners and those in

arrears will be sent a late notice in accordance with the Condominium Fee Payment Policy.

Legal Matter. Robert reported that the owner of the car that was damaged was not satisfied with the board's response to her request for additional compensation for the repair of her car and threatened to sue for the additional amount which is less than \$1,000.

### **Adjournment**

At the conclusion of the executive session, Robert moved and Mike seconded that the meeting be adjourned. The motion was passed on a voice vote without objection. The meeting was adjourned at 11:30 p.m.

The next board meeting will be on Wednesday, February 18, 2026 at 7:00 p.m.

Respectfully submitted,

/s/ Robert Mayer  
Robert Mayer  
Secretary