

BETHANY PROPER TOWNHOMES ANNUAL OWNERS ' MEETING
SATURDAY, JULY 11, 2026

The Annual Meeting of the Bethany Proper Townhomes Owners ' Association was called to order at 9:11 AM by Board President Bill Lindlaw. The meeting was held at Hotel Bethany Beach on Jefferson Bridge Rd.

PRESENT: Board Members: Bill Lindlaw, Dana Fowler, Bruce Young, Thomas Gargiulo, Peter Dudley, Coleman Hooper, Barbara Greenberg, Terry Kokolis, Jodie Thompson and Susan Weber

ROLL CALL: Property Manager, Jodie Thompson confirmed that there was a quorum at this meeting either in person or by proxy. The Annual Meeting notice had been distributed via email prior to this date.

MINUTES: A motion was made to approve the minutes for the 2025 Annual Owners ' meeting held June 28, 2025. The minutes had been distributed to owners via email. Bruce Young made a motion to approve the minutes, Terry Kokolis seconded. The minutes were approved as written.

OFFICER and COMMITTEE REPORTS

President's Report - Bill Lindlaw

- Bill thanked everyone for attending the meeting. He noted that according to the bylaws the annual meeting should be held in May. Recently we have moved to June as more owners are available that month. Unforeseen circumstances delayed the meeting this year until July. A bylaw change may be needed to establish a June date which facilitates attendance.
- Bill gave an update on the pool repairs which were completed in time for opening on Memorial Day weekend. He explained that the repairs were necessary due to an oversight by the contractor last spring. The contractor took full responsibility for the problem and repairs were made at his expense. All repairs were made and new equipment was installed. However, the pool is fifty years old and due to age, more maintenance may be needed in the near future. The pool problem was the biggest issue of 2025-26.
 - Question - If repairs are needed, how can we be sure this is not a result of the mistakes made in 2025 and can the contractor be held responsible for future repairs? Jodie and Bruce assured that any future problems would be caused by the age of the pool. Deterioration is expected over time. Every five years the Board had a Reserve Study completed by Miller-Dodson that indicates upcoming expenses for an HOA community for planning purposes. Our

reserve fund was established to plan for the funding of that maintenance. The study has indicated we need to be ready to make repairs or replace the pool at the fifty year mark. With or without the problem in 2025, the pool would need to be replaced in the near future. For example, the roofs are approaching the date for replacement. Jodie has gathered estimates and this will likely cost a million dollars which our reserve fund can cover.

- Question - Can the pool area be updated? As we are expecting to replace the pool at some point, it is best to update the pool area at that time.
- The second major issue of 2025-26 was weather issues. The winter storms caused much damage to trees in the community and clean-up was an unplanned for expense.
- The Board is currently addressing asphalt issues. Some roadways are broken due to tree roots and need to be repaired. This is particularly a problem at the entrance to Holly Court. Also some of the cement pads at the garage entrances have sunk. This will also be addressed.
- The Board is investigating new signage for the community at the Ashwood and Maplewood entrances. The signs are currently on pedestals that are in good shape. Only the signs need to be replaced. The court signs also need replacing. They are made of wood and some have rotted. Replacement will not be wooden.
- Bill reminded owners that conformity in the community must be maintained. There are strict rules in the bylaws concerning replacing windows and doors. All windows must be replaced with Andersen products. Please contact Jodie, Bill or Peter before replacing any doors or windows.
 - Question - Could the board get a community price for windows and doors? The Board can look into that.
 - Question - Several owners conveyed dissatisfaction with their deck maintenance. All are encouraged to contact Jodie to report a problem. The Board did investigate stains and application techniques when they determined the new schedule to maintain decks every three years instead of four. We are using the recommended stains and application techniques. However, when decking is replaced with new boards, they should not be stained for six months. Since most owners would prefer a stained deck, this practice is not followed. Therefore, there may be a variation in the color of the decking. Jodie does supervise this work, however, owners should contact her with any questions or concerns.
 - Question - When will the buildings be repainted? Under the new system buildings receive touch-up only in the third year, and full painting in the sixth. We are in the first cycle of the new deck maintenance schedule and Jodie is determining when the paint schedule will start and on which courts.
 - Question - Several owners conveyed dissatisfaction in delays with work orders and lack of communication. Jodie, who has long experience with Wilgus, is our new property manager. She insured the audience that Bethany Proper is

a priority. Several owners liked working directly with Mel who has retired. Art has replaced him, however, unlike Mel, Art does maintenance work as well as overseeing projects. The problem appears to be slow communication and the Board will determine how to improve that situation. One possible improvement is through a new website.

- Bill explained that we currently have a contract with GoDaddy to maintain our website. When that contract is completed, the website will relocate to a platform with Wilgus. On the Wilgus platform, owners will be able to report problems and track scheduling of work orders on a calendar. This should improve communication. The current website is www.bethanyproperhoa.com.
 - Question - Could monthly emails be sent to owners to keep everyone informed on maintenance issues? Some owners had not received the crawl space reports that are sent twice a year. The Board will consider more ways to be proactive with information. The Wilgus platform also provides a forum for owners to communicate with each other.
 - Question - Is there a 24/7 Emergency number with Wilgus? Wilgus only maintains an emergency staff during the summer months. The HOA would have to pay for additional emergency services. Jodie assured owners that sump pump problems received priority.
 - Question - Who is responsible for outside maintenance? Wilgus is responsible for outside maintenance and the owners for the interior. The exception is plumbing, owners are responsible for all plumbing issues as per the bylaws.
 - Question - Are the showers maintained? Yes, report any issues to Jodie.
 - Question - What will be the impact of the new community behind Evergreen and Forsythia on our community? Currently the new development builders are addressing a drainage problem. Sussex county is now requiring them to add a swale. Owners are concerned that there is no buffer between the developments. A fence is difficult as some of the Evergreen units are on the boundary line. The Board is waiting until completion to determine the best course of action.

Treasurer's Report - Dana Fowler

- The Bethany Proper funds are healthy. Our Reserve and Operating funds are approximately 1.9 million. Dana reported we are in a good situation for upcoming expenses. The Board still maintains 15% of the Operating Budget in the Reserve fund. Owners pay \$1100 yearly to the Reserve fund.
- The Operating budget increased this year largely due to maintenance and insurance increases. We were over budget due to storm damage and clean up.

- The Investment committee of Bill Lindlaw and Dana Fowler continue to invest with Schwab through PKS advisors. The portfolio is balanced 50/50 bonds and stocks. Copies of the HOA's financials are available at the meeting or by contacting Dana.

Landscaping - Coleman Hooper

- The major project this year was new plantings by the pool. These were completed after the pool repairs. There is a new hedge along the east side of the pool and tennis courts.
- The HOA has a maintenance plan with Sullivans. Jim Stone is their landscape architect and will determine which plants need replacing after the harsh winter. These are under warranty. Coleman thanked all owners who have been watering the islands.
 - Question - There was a question concerning the privet hedge along Kent Ave. Delaware has declared the current hedge plant as invasive and can no longer be planted. Replacing the hedge with new plants would be costly. Perhaps in the future, the hedge can be fertilized to help prevent more damage.
 - Question - What can you plant around your unit and who maintains those plants? To add or remove a tree or shrub near your unit, the owner must get board approval. Individuals are responsible for their own plantings. Sullivans prunes and mows the property but does not weed individual beds. Two years ago our shrubs were severely pruned, Sullivans is aware that in the future, owners prefer a gentler cutting. You may place small "Do not prune" signs near plants you do not want touched. Pruning takes place twice a year in may and the fall. Deer are a problem. Deer repellent is used on the islands only.
 - Question - Should owners who do not maintain their plantings be fined? In the past, policing and fines have not worked. Owners expressed concerns about gas grills on decks which are allowed. Parking along the islands was also a concern. If there are cars parked in the yellow zone of the island, you can call Wilgus.
 - Question - Residents expressed concerns about the dumpster location and a magnolia tree on Ashwood that block drivers view. The Board is aware of the dumpster issues and is evaluating the best course of action.

Architectural Review - Peter Dudley

- The value of properties in the community continue to rise. Therefore, it is important to maintain continuity within the community. All outside replacements must be approved by the Board.
- Question - Has the Board considered new light fixtures? There are approximately 500 light fixtures, so the Board needs to consider that expense. One owner reported that the light fixtures were updated in the past the owners expense.
- Question - Has the Board considered chargers for electric cars? The Board will consider this issue as electric cars become more popular.

Pool /Tennis - Bruce Young

- Pool repairs were made with no loss of pool days. Pool is in good shape. Users must present wrist bands, a rental contract or the pool pass to enter the pool. Sign-in book is used to determine the responsible party for each unit. Children under 16 must be accompanied by an adult. Currently the pool has a lifeguard only Mondays, Tuesdays and Wednesdays. Other times the pool has attendants trained in CPR only. Only the life guard will be sitting in the lifeguard chair. If you have any questions, please contact Bruce or Jodie and not confront the pool staff.
- The pool chairs need maintenance and Jodie is getting estimates to restring the chairs. A new clock is also on order.
- There is a 23 foot crack in the new tennis court surface. This is most likely due to the shifting sand soil. Bruce is closely monitoring the crack. Other courts in the area have had similar problems. The crack will need to be sealed in the fall to save further damage.
 - Question - Could the pool problem have caused the tennis court crack? That seemed a possibility at first, but upon investigation it is a remote possibility as Sea Colony's courts had a similar problem.
 - Question - Will wind screens be placed around court? No plan to do so at this time.
 - Question - Could umbrellas be placed over the benches? Bruce had looked at canopies that cost \$600-700 each. Board will consider the cost.
- There is currently a work order to repair the water fountain at the courts.
- Bruce reported that the current tennis/pickleball reservation system is working well. However, one problem is that cancellations are not reported. Bruce is monitoring this problem and failure to cancel may result in the suspension of the offender's account.
 - Question - Can reminders be sent to those who reserved the court? Bruce will look into that. Also he has had questions on time limits. He discovered that several owners were using the court together allowing for extra time.

New Business

- Election of representatives. There are nine representatives on the Board, one from each court. The terms are three years, with one third elected yearly. The following members terms are complete this year: Bill Lindlaw, Bruce Young, and Barbara Greenberg. Bill thanked Bruce and Barbara for their service.
- The following people were elected to the Board:
 - Allison Garagusi to represent Bayberry Ct
 - Bridget Holt to represent Evergreen Ct
 - Jackie Mitchell to represent Geranium Court
- Bill Lindlaw will remain on the Board as an Ad Hoc member.

The meeting was adjourned at 11:17 am.

Respectfully submitted,
Susan Weber
BPTHOA Secretary