

**Townhomes of Bayshore Condominium Owners Association, Inc.**  
**Council Meeting Minutes**  
**February 9, 2023**

Called to order: 10:02 AM.  
All Council members present

Proof of Notice signed by John Sciole, secretary

Changes to the agenda:

- Painting of the rear doors and frames.
- Motion to approve roofs on 3 more buildings.
- Two Motions in reference to 32331 Turnstone Ct.

Motion made to accept the changes to the agenda by JB, 2<sup>nd</sup> by JS; No further discussion; Motion passed.

Approval of October 26, 2022 minutes: No changes or corrections were brought up; Motion to approve the minutes was made by JB, 2<sup>nd</sup> by MB; No further discussion; Motion passed.

Self-Management report for period October 26, 2022 thru February 9, 2022 was presented by John Dill (See Attachment); Motion to accept Management Report by MB, 2<sup>nd</sup> by JB; No further discussion; Motion passed.

Financial Report given by treasurer Mike Bragdon:

- Review of 2022: Money allocated for scheduled painting of rear doors and frames that wasn't completed was forwarded to 2023  
Another issue referenced our capital reserve regarding work that was only partially completed by the contractor and never finished; the President brought the issue to the Delaware State Police and is pending as a criminal case.  
The Asst Treasurer got our finances to the auditor by January 10<sup>th</sup> and are waiting for the auditor to get back to us.
- Review of 2023: All is moving along; projects will start in the spring.  
A fraudulent check for \$35,000 was initiated electronically. It was caught by the Asst Treasurer, the bank was notified before it was cashed, and there was no loss to our account. We will be closing the account and opening a new one.

Motion to accept the Treasurer's report by JB, 2<sup>nd</sup> by JS; No further discussion; Motion passed.

Motion to bid out and approve the painting of the rear doors and frames that are not being replaced and the trim around the front doors that are not done by MB, 2<sup>nd</sup> JS; No further discussion; Motion passed

Motion to ratify the actions taken to date with regard to the settlement issue of 32331 Turnstone Ct by MB, 2<sup>nd</sup> JB; No further discussion; Motion passed

Motion to remediate the damage to the interior of of 32331 Turnstone Ct, caused by the settlement issues, after the unit is stabilized by MB, 2<sup>nd</sup> JB; discussion by MB that interior damages have worsened; we decided to set a limit of \$15,000; motion by MB; 2<sup>nd</sup> JD; No further discussion; Motion passed

Unfinished Business:

- Replacement of 31 doors & 80 windows will be completed this spring. Everything has been ordered.
- We decided we will be replacing 5 roofs this year; the contractor gave their suggestions and we compared them to our choices; 32345-32353 Turnstone Ct and 25860-25870 Sandpiper Ct have been done; the 3 others will be 32324-32334 Turnstone Ct, 32288-32298 Turnstone Ct, and 32241-32247 Pelican Ct

New Business:

- Spring projects: Power washing will be scheduled; quote is the same as last year. Contractor has fixed the chemical problem that occurred last year. May do sidewalks depending on which need repair and budget allowance.
- Annual Members meeting: Date of meeting decided on April 29<sup>th</sup>; also have an Organizational and Council meeting on that date. It will be held at the American Legion; there will be 2 seats to fill; the Nominating Chair is Jeanne Bartlett.
- Next Council meeting will be held on September 7<sup>th</sup>. Motion to have an updated Capital Reserve study at the September council meeting by MB, 2<sup>nd</sup> by LF; No further discussion; Motion passed

Open discussion of townhome owners.

Motion to adjourn meeting by JB, 2<sup>nd</sup> by JS; Motion Passed.  
Meeting adjourned at 10:59 AM.

Respectively submitted  
John Sciole, Secretary

APPROVED 4/29/2023

Townhomes of Bayshore Condominium Owners Association  
Self-Managing Report from October 26, 2022 thru February 9, 2022

By the President

- Website continues to be updated by webmaster
- Received 3 Text/e-mails from the Answering Service
- Received 21 E-mails from Homeowners on Questions or Concerns
- Bi- weekly Community Inspections done and all damages have been repaired or schedule to be repaired
- 51 Bushes have been replaced in November.
- Continue to meet with Customized Lawn Care on issues and concerns on landscaping, weeding and snow removal.
- (3) 6 unit Building on Pelican Court has had roof replaced.
- (1) 5 unit Building on Turnstone and (1) 6 unit building on Sandpiper Ct has been replaced, with 3 more to be replaced for 2023
- Continue to work closely with the Bayshore POA on issues that concern the community.
- Continue to work closely with every contractor that are doing projects
- Vice-President and I continue to sit down with homeowners to talk about issues and concerns.
- The Council has an open-door policy to sit down with any homeowners who has issues or questions.

Presented and reviewed February 9, 2023

APPROVED 02/09/2023