

*The Plantations Owners Association Board Meeting*  
*October 20, 2018 7 PM - Plantations Clubhouse - Lewes*

**2019 Budget Ratification Meeting**

**Call to Order** – The budget ratification meeting was called to order at 7 PM.

Treasurer Andrew Tobias and manager Chris Nichols of SeaScape reviewed the proposed 2019 budget. They noted dues would remain the same in 2019 as in 2018. The reserve contribution was set by the Reserve Study.

Noting no motion to not approve the budget, Chris declared the budget ratified and the meeting adjourned at 7:04 PM.

**Call to Order** – President Dave Labrecque called the Board meeting to order at 7:05 PM.

**President's Report – Dave Labrecque**

- Approval of Previous Meeting Minutes – Dave reviewed the minutes and following discussion, Dave made a motion to approve with changes. Sherry Minear seconded the motion and it was approved unanimously.

**Owners Treasurer's Report (Andrew Tobias)**

Andrew reviewed the balance sheet and budget versus actual report. Andrew noted the Association had positive cash flow to date of \$31,000.

Dave made a motion to accept the Treasurer's Report, seconded by Sherry. Motion passed unanimously. Chris said the CPA Annual Financial Review was received and found no material issues with the accounting.

**Old Business**

- **Trash Collection & Dumpsters / Cancelling SFH Recycle** – Dave presented revised Rules and Regulations to the Board members. The Rules and Regulations would address the desired changes to recycling collection in the single-family homes. The new Rules and Regulations discontinue the curbside pickup of recycling at the single-family homes. All recycling for Condo and Single Family Homeowners would be accomplished by using the recycle dumpster in the clubhouse parking lot. Dave made a motion to accept the new Rules and Regulations, which Andrew seconded. The motion passed unanimously.
- **Storage Building - Resident** Tom Minio researched the purchase of a storage shed for the Association and presented the Board with his final recommendation. He recommended a 12x22 shed to be purchased with a ramp and reinforced floor. It was discussed that President Labrecque, Mr. Minio and Chris Nichols would meet to match the colors to existing buildings. The shed, which was previously approved for purchase, will come from Pine Ridge Barns.
- The Board also discussed the cameras (to include electrical service) to be installed in the area along with a fence. The Board reviewed the fence proposal and asked for further clarification regarding the location of the

fence. To allow the Board to proceed once this was finalized, Dave made a motion to authorize up to \$10,000 for this project, which was seconded by Sherry and passed unanimously.

### **New Business**

- **Committee Confirmation** - The Board discussed the various committees and whether they should form a Welcome Committee. It was decided chairs would remain the same and a Welcome Committee is to be formed. Dave made a motion which was seconded by Andrew and passed unanimously.
- **Landscape Contract 2019** – The Board discussed the merits of changing landscape contractors. The issues experienced with the current vendor made this the desirable outcome, and possible with the current funding by the Owners Association. Sherry made a motion to accept the bid from Shore Property Maintenance, which was seconded by Susan Towers and passed unanimously.
- **Snow Plow Contract 2019** – The Board reviewed snow plow bids from two vendors. Andrew made a motion to accept the proposal from Cypress Tree, which was seconded by Susan and passed unanimously.
- **HOA course** – Board Member Paul Carey shared flyers from Del tech announcing a HOA leadership course. Paul said the Association should encourage Board members to attend the class to give them knowledge of Delaware laws pertaining to HOAs. Paul made a motion that the cost of the class would be refunded to any Board member who completed the course. The motion was seconded by Andrew and passed unanimously.

### **Committee Reports:**

- Architectural Review Committee (ARC) - No Report
- Documents Committee - No Report
- Finance Committee - No Report
- Flag Committee - Chris Nichols said the Association will switch to a smaller flag for the winter months to limit the wear and tear on the flag
- Insurance Committee - Dave Labrecque said the committee will seek bids prior to the renewal of the insurance to be presented to the Board for review.
- Landscaping Committee - No Report
- Nominating Committee - No Report
- Security Committee / Gates - No Report
- Wastewater Committee - No Report
- Website – Chris is working with Susan to make changes to the website and to make her an authorized person to post information on the site
- Welcome Committee -Susan Towers is currently recruiting members to her committee

### **Property Managers Report: (Chris Nichols)**

- Tree Damage – TS Michael recently brushed the area. We experienced some tree damage which has since been cleaned up. The tree was on the circle near the flag pole.
- Electrical Strike – Repairs to the pond fountains have had to be undertaken due to a surge or electrical strike from lighting. The surge blew out the surge protection on both pond fountain service panels, but the fountains themselves were not damaged.

**Adjourn – The meeting was adjourned at 8:19 PM**