

## *The Plantations Owner's Association Board Meeting*



*Board Meeting March 20, 2020 7 PM - Plantations Clubhouse - Lewes*

### **Minutes**

#### ***Call to Order***

President Dave Labrecque called the meeting to order at 7:01 PM. Present were President Dave Labrecque, Treasurer Andrew Tobias, and Vice President Paul Carey. Also present was Chris Nichols of SeaScape Property Management.

#### **President's Report – Dave Labrecque**

- Approval of Previous Meeting Minutes  
The Board reviewed the minutes prior to the meeting and there were no changes. Paul made a motion to approve the January 2020 Board meeting minutes, which was seconded by Dave and passed unanimously.

#### **Owners Treasurers Report (Andrew Tobias)**

- Checking and Reserve Balances  
Treasurer Andrew Tobias reviewed the balances in each account.
- Budget vs Actuals  
Andrew reviewed with the Board the latest P&L versus Budget and noted that we are at 26% of the income for the budget and have only expended 19% of the projected expenses, The Association continues to have positive cash flow.
- Delinquent Accounts  
Andrew noted that there were only 2 delinquent accounts of significance. Chris stated that each of these were with the attorney and court paperwork had been filed on each for collection of the debt. The Board discussed the idea of establishing a threshold for when the delinquent account is sent to the attorney for court action.

Paul made a motion to approve the Treasurer's Report and this was seconded by Dave and the motion passed unanimously.

#### **Old Business**

- Social Committee Candidates  
The Board had solicited candidates for the newly formed Social Committee. The candidates received were Celeste Beaupre, Renora Licata, Elizabeth White, Joe Falcone and Phyllis Lunetta. The Board were appreciative for each candidate volunteering.

Dave made a motion to accept these candidates to the Social Committee. The motion was seconded and passed unanimously.

#### **New Business**

- Reserve Study  
Chris presented the recently completed Reserve Study which outlined the future capital expenses for the Association, which is used to calculate the Reserve portion of the Owners dues. As this is an important part of the financial planning for the community, the topic was tabled until the entire Board could be present to discuss.

### **Committee Reports:**

- Architectural Review Committee (ARC) (Tom Minio)  
No Report
- Documents Committee (Paul Carey)  
No Report
- Finance Committee (Sherry Minear)  
No Report
- Flag Committee (Tom Terrel)  
No Report
- Insurance Committee (Dave Labrecque)  
No Report
- Landscaping Committee (Dee Holm)  
No Report
- Nominating Committee (Dave Labrecque, Ken & Nancy Brooks)  
Dave noted that they would be seeking candidates in the middle of summer for the next election in September. Interested parties should contact the committee members.
- Security Committee / Gates (Bob Blomquist)  
No Report
- Wastewater Committee (Bob Dickey)  
No Report
- Website (Susan Towers)  
No Report
- Welcome Committee (Susan Towers)  
No Report

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

- Envirotech Chemical Contract  
Chris Nichols presented the annual chemical budget for the projected chemicals to be used by Envirotech Environmental Consulting in the care of the ponds. This was the proposal utilized for budgeting purposes. Andrew made a motion to approve the contract, 2<sup>nd</sup> by Dave. The contract was accepted unanimously.
- Pond Fountain Installation – Chris noted that the fountains had been installed, however we were experiencing some electrical problems with one of the fountains. Envirotech has pulled the fountain for repairs.
- Drainage and Pothole Repairs – The main road at the bridge had a significant pothole that had formed by the bridge. The Property Care Division of SeaScape was able to patch the roadway.
- Street Signs – Chris noted that many of the street signs have aged and are rotting, as they are wood. The Board tables the discussion, as the full Board was not present.
- Crack Fill Bids – Chris presented the idea of crack filling the roadways, as the roads have aged. The Board agreed it was worth while to get additional bids so the project could be voted upon
- Tax Return Filed – Chris noted that the community CPA, David Nilsson had completed and filed the community tax return. There were no taxes due for the year

**Adjourn** – Dave made a motion to adjourn at 7:30 PM, passed unanimously.

**Respectfully Submitted, Chris Nichols, SeaScape Property Management**