



OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS' REGULAR MEETING
Saturday, October 20, 2018
9:00 AM, Marlin Room, Community Center

PRESENT: Doug Parks, Steve Tuttle, Colette Horn, Slobodan Trendic, Ted Moroney, Frank Daly and Esther Diller.

ALSO PRESENT: John Bailey, OPA General Manager, Michelle Bennett, Executive Secretary, 1 member of the press and approximately 41 Association members.

Call to Order – President Parks called the meeting to order at 9:00 am with the Pledge of Allegiance.

Approval of Agenda

The Agenda was approved with the following changes- Ms. Horn amended to include an update on the 50th Anniversary Committee under New Business. Mr. Tuttle seconded the amendment, all in favor of the amendment. Mr. Tuttle moved to accept the Amended Agenda, Ms. Diller seconded, all in favor.

Approval of Minutes

August 19, 2018 – Organization Meeting - Mr. Moroney moved to accept, Ms. Horn seconded, all in favor (Parks, Horn, Trendic, Moroney, Tuttle, Daly and Diller).

September 8, 2018 – Regular Meeting - Mr. Moroney moved to accept, Mr. Tuttle seconded, all in favor (Parks, Horn, Trendic, Moroney, Tuttle, Daly and Diller).

President's Remarks – Doug Parks – Mr. Parks thanked the Marine Advisory Committee for their hard work on the White Horse boat ramp study over the summer. He also announced the Town Hall Meeting scheduled for November 1st.

Worcester County State's Attorney, Kristin Heiser, Presentation

Treasurer's Report – John Viola – (attached)

General Manager's Report – John Bailey, CMCA – (attached)

Public Comments

14 Association members provided comments.

Capital Purchases Requests-

Golf – Tri-Plex Mower – Mr. Moroney moved to accept the recommendation, Mr. Tuttle seconded, all in favor.

CPI Violations-

1 Maid Marion Lane - Mr. Moroney moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Mr. Daly seconded, all in favor.

21 Rabbit Run Lane - Mr. Moroney moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Mr. Daly seconded, all in favor.

71 Nottingham Lane - Mr. Moroney moved to accept the recommendation to find the homeowner in continuing violation and forward to our Attorney, Mr. Daly seconded, all in favor.

Unfinished Business –

Second Reading – Resolution C-01 – Esther Diller

Second Reading – Resolution C-03 – Esther Diller

Second Reading – Resolution C-04 – Esther Diller

Second Reading – Resolution C-05 – Esther Diller

Second Reading – Resolution C-06 – Esther Diller

Second Reading – Resolution C-07 – Esther Diller

Second Reading - Resolution C-08 – Esther Diller

Second Reading – Resolution C-11 – Esther Diller

Second Reading – Resolution C-13 – Esther Diller

Second Reading – Resolution C-15 – Esther Diller

At the request of the Board of Directors, the By-Laws and Resolutions Advisory Committee reviewed and recommended seven changes in April of 2017. This will be the second reading of these changes with some recent modifications. A motion to hold a joint By Laws and Resolutions Committee/Board of Directors Work session is tied to these proposed changes. The purpose today is to formally start the process. For the purposes of brevity, I will list each of these in order. A copy is part of the board packet on the OPA web site.

C-01 Committee General Policy – In article 2, Authority, remove, “Article THIRD of the Charter and Section 10.01 of the By-laws of the Ocean Pines Association, Inc. direct the Board to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it.”

Replace with, The Charter of Ocean Pines Association, Inc. and the By-Laws of the Association direct the Board of Directors to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging duties entrusted to it.

C-03 Budget and Finance Advisory Committee – In article 2, Authority, remove, “Article THIRD of the Charter and Section 10.01 of the By-laws of the Ocean Pines Association, Inc. direct the Board to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it.”

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C-03 Budget and Finance Advisory Committee (continued)

Article 3, d eliminate "and General Manager"

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C-04 By-Laws and Resolutions Advisory Committee - In article 2, Authority, remove, "Article THIRD of the Charter and Section 10.01 of the By-laws of the Ocean Pines Association, Inc. direct the Board to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it."

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C-05 Clubs (Food & Beverage) Advisory Committee - In article 1, Purpose, remove "and the General Manager" .

In article 1, Purpose, change the reference of the Golf and Country Club to just "Golf Club"

In article 2, Authority, remove, "Article THIRD of the Charter and Section 10.01 of the By-laws of the Ocean Pines Association, Inc. direct the Board to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it."

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C-06 Communications Advisory Committee – In article 1, Purpose, remove "and the General Manager".

In article 2, Authority, remove, "Article THIRD of the Charter and Section 10.01 of the By-laws of the Ocean Pines Association, Inc. direct the Board to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it."

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C-07 Strategic Planning Advisory Committee – In article 1, Purpose, remove "and the General Manager"

C-08 Elections Committee – In article 2, Authority, remove, "Article THIRD of the Charter and Section 10.01 of the By-laws of the Ocean Pines Association, Inc. direct the Board to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it."

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In article 6, c eliminate, "The Chairperson shall consult with the General Manager regarding the Association staff assistance necessary to carry out the election process and the timeline for required actions. The General Manager may authorize the Chairperson and committee members to work directly with the Association staff in accomplishing these actions."

C-11 Golf Advisory Committee – In article 2, Authority, remove, "Article THIRD of the Charter and Section 10.01 of the By-laws of the Ocean Pines Association, Inc. direct the Board to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it."

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C-13 Recreation and Parks Advisory Committee – In article 2, Authority, remove, "Article THIRD of the Charter and Section 10.01 of the By-laws of the Ocean Pines Association, Inc. direct the Board to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it."

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C-15 Aquatics Advisory Committee – In article 2, Authority, remove, "Article THIRD of the Charter and Section 10.01 of the By-laws of the Ocean Pines Association, Inc. direct the Board to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging the duties entrusted to it."

Replace with, The Charter of Ocean Pines Association, Inc. and the By-Laws of the Association direct the Board of Directors to establish and appoint the members of such committees and other advisory bodies as may be necessary to, or convenient in, the Association's discharging duties entrusted to it. – Mr. Moroney seconded the second readings, all in favor.

Motion – Bulkhead Replacement – Ted Moroney – MOTION: To authorize the General Manager to enter into a contract for the next phase of the Bulkhead Replacement Program, in an amount not to exceed \$621,390, to be funded from the Bulkhead Reserve Fund.

PURPOSE AND EFFECT: This allows next phase of Bulkhead replacement to proceed in areas that are scheduled and have been or will shortly be permitted.

BACKGROUND: This bid is based on not using the Swim and Racquet Club as a staging area. The current contractor was the low bidder not using the staging area. However, they are still in the process of completing over 900 LF of Bulkhead Replacement and based on progress to date we need additional contractors to complete the backlog of work approved and planned for this fiscal year. Further, additional Bulkhead

Replacement and/or Repair will be bid this FY as permitting allows, and multiple contractors will be needed to complete the aggressive goal of bringing the Bulkhead Replacement Plan back on schedule. - Mr. Trendic seconded, all in favor.

Motion – Road Striping – Ted Moroney - MOTION: To authorize the General Manager to enter into a contract with Straight Line Striping LLC for line striping of Ocean Parkway and Cathell Road in an amount not to exceed \$24,494, funded out of the Operating Fund.

PURPOSE AND EFFECT: Execute approve budget work

BACKGROUND: The approved budget included \$40,250 in the Public Works Department for the line item – Roads and Bridges, Repair and Maintenance. OPA Public Works will edge the roadway prior to painting. – Mr. Trendic seconded, all in favor.

Motion – Removal of Existing Crab Pier – Ted Moroney - MOTION: To authorize the General Manager to enter into a contract with Fisher Marine Construction for the removal of the existing crabbing pier at Whitehorse Sanctuary in an amount not to exceed \$17,500, to be funded from the General Replacement Reserve Fund.

PURPOSE AND EFFECT: This will allow demolition of the existing pier while retaining the right to replace the existing pier for the next 12 months.

BACKGROUND: This is the next step in addressing the crab pier issue in Whitetail Sanctuary – Mr. Trendic seconded, all in favor.

New Business –

Discussion - Budget Guidance Acceptance – Doug Parks - TOPIC: Budget Guidance Acceptance

CONCISE STATEMENT: The discussion will serve to formally accept the budget guidance for the upcoming fiscal year from the Budget & Finance advisory committee.

BACKGROUND: Per resolution F-02, the Budget & Finance advisory committee submits their recommendations for consideration and inclusion in the budget preparation activities.

Discussion – Board Budget Goals – Frank Daly - TOPIC: Budget Goals for the Upcoming Fiscal Year

CONCISE STATEMENT: The purpose of this discussion is to determine the budget goals for the upcoming fiscal year.

BACKGROUND: The Board has received Guidance from the Budget & Finance Committee regarding the budget for the upcoming fiscal year. The Board has also received a detailed schedule from the GM regarding the budget development process. The purpose of this discussion is to define the budget goals from the Board in a timely matter to the Operations Team and CFO.

Motion – Reserve Study Recommendation – Doug Parks - MOTION: Approve Reserve Study as recommended by the Budget & Finance Committee

CONCISE STATEMENT: The motion will serve to formally accept the Reserve Study dated Sept. 5, 2018 as recommended by the Budget & Finance Committee.

BACKGROUND: The Budget & Finance Committee has completed its work with the General Manager on the Reserve Study and is ready to recommend that the Board formally move to receive and utilize the Reserve Study dated September 5, 2018. The Budget & Finance Committee recommends that the Board direct the General Manager to utilize the Reserve Study in development of the Fiscal Year 2019-2020 Budget. Furthermore, the B&F Committee recommends the General Manager to bring forward to the Board, for consideration of funding in the current Fiscal Year, any Reserve Study items that have been identified to be done this year that are currently not addressed in the budget, on the condition B&F receives a summary of any items that the GM deems necessary with proper rationale. – Mr. Moroney seconded, all in favor.

Motion – Employee Handbook Recommendations – Doug Parks - MOTION: Employee Handbook Recommendations

CONCISE STATEMENT: The motion will serve to formally accept the recommended updates to the employee handbook as presented by the General Manager

BACKGROUND: In accordance with section 9.02 (c) of the By-laws, the GM is required to maintain personnel policy manuals and make recommendations to the Board regarding any updates. The proposed updates have been reviewed by the Board. Ms. Diller offered an amendment, To commit to the handbook recommendations with a to-be-developed-later section addressing benefits and other pertinent issues, and a simplified companion version of the handbook – Mr. Trendic seconded the amendment, all in favor. Mr. Trendic seconded the amended motion, all in favor.

50th Anniversary Update – Colette Horn – Ms. Horn reminded the community about the Gala scheduled for November 10th as well as the Sock Hop on Dec. 14. The Committee will also have Christmas Ornaments for sale.

Motion – Add a Motion – Slobodan Trendic - MOTION: For the Board to approve adding a Motion to this meeting in progress to approve the amended Committees Resolutions as presented at this meeting by Director Diller. – Mr. Moroney seconded, all in favor.

Motion - To Approve multiple “C” Resolutions after the Second Reading – Esther Diller
MOTION: To approve the amendments to Resolutions C-01, C-03, C-04, C-05, C-06, C-07, C-08, C-11, C-13, C-15 as presented to this Board during the Second Reading. – Mr. Trendic seconded, all in favor.

Appointments –

Gary Miller – Chair – Clubs

Ann Shockley – ARC – 2nd Term

James Spata – E&NA – 3rd Term

Karen Krun Detter – E&NA - 1st Term

Sharon Santacrose – E&NA – 1st Term

Marty Clarke – E&NA – 2nd Term

Herbert Roe – Clubs – 2nd Term

Paul Rogers – E&NA - 1st Term

Joey Pina – Rec. and Parks – 1st term

The above nominations were approved unanimously.

At 12:07 pm, Mr. Moroney moved to adjourn, Ms. Diller seconded, all in favor.

Respectfully submitted:
Colette Horn, Secretary