

St. Martin's By the Bay HOA Board Meeting
January 8, 2022 1pm
Via Google Meet

Board Members in Attendance: *Craig Constantino, Buddy Dukes, Barry Keefer, Lynne Partridge, Jack Shook, Janie Stopford, Mile Shutt*

Residents: *Bill Custead, Robin Custead, Andrew Davis, Keith Miller, Chris Shook, Michael and Christina...*

Call to Order: *1:03 pm Jack Shook, Chair*

Minutes: *Lynne Partridge*

Motion passed *to approve the Minutes from 12.6.21 and 12.20.21 as read*

Discussion Items:

1. **Back-up of sewer system** in townhomes Section B, several homes were jetted out by Atlantic Pumping. Bill \$745. **Motion made and passed to approve payment immediately.**
2. **Water Update** - Jack Shook
 - a. Dealing with MDE offering federal grant money from the Infrastructure Bill for drinking water systems.
 - b. **Bob Mitchell has provided the preliminary engineering report (95 pages) on our water system. There is money available from the state and federal government.** Pandemic has increased price of this project, but grants can offset the cost.
3. **Election Process** - discussion and vote to email vs USPS mail ballots. **Decision made that ballots will be both emailed and mailed via USPS.** Residents will have the option to return ballots via USPS to HOA PO Box, or in person at the Library, or drop in Barry's box in his driveway. **All mailed in ballots are due no later than noon on Saturday 1/12.** Small committee formed to prepare ballots; Janie, Lynne, Chris Shook

Attachments for Voting Instructions to include:

- *Instructions for Returning ballots*
- *Budget*
- *Ballot*
- *Bylaw changes vote form*
- *Board Bios*

Community update - Next one to include detailed directions for election procedure, Board functions, Board nominees and biographies of nominees.

4. Craig shared plans to rent the warehouse - to work on boat and art studio space, will grant access to Board, proposed rent of \$150-300/month with \$1500 security deposit. Craig will draw up a lease. Craig to pay overage of electricity bill. Craig will also get rental insurance.

Motion made and approved to review Craig's lease and vote to approve or not by text/email over the next few weeks.

5. Budget - Barry Keefer

- c. 2022 Budget review
- d. Discussion of whether or not there is a law limiting increase in HOA fees. Janie reports she has examined current Home Owners Association MD law and has found no restriction for a community our size.

Motion made to approve budget with 1 opposed; Buddy Dukes

Buddy Dukes announces that he will resign from the Board effective immediately.

Meeting Adjourned: 2:56

January 25, 2022 Drawings submitted and Board approved request for solar installation on roof of Townhouse #20 Riverview Drive owned by L. Partridge. Approval made via text message.