

Mallard Bay Property Owners Association
Minutes
Meeting of Board of Directors
January 6, 2020

Note: Attachments to this report are available to all MBPOA property owners from the Secretary, MBPOA Board of Directors.

The meeting was called to order in the Mallard Bay Clubhouse by MBPOA President Mary McGuire at 6:30 p.m.

Board Members present:

Mary McGuire, President
Bill Schreier, Vice-President
Jeanne Widenmyer, Treasurer and MBPOA Registered Agent
Lynda Browne, Board Member and Landscaping Committee
Marshall Sebra, Board Member and Maintenance Committee
Allen Garland, Board Member and Neighborhood Watch Committee

Board Members absent:

Victoria Coffineau, Secretary

Committee and Support Personnel Present:

Scott McGuire, Webmaster, Dockmaster and Clubhouse Manager
Ted Hobson, Architectural Review Committee Chair and Amenities Committee Spokesperson
Brant Hays, Property Manager
Bob Mitchell, Social Committee

Property Owners present:

Sharon Hunt, Jeremy and Denise Fleming, Ron and Coral Horton, Linda Hobson, Mary and Gary Yordy

Opening Comments

Ms. McGuire first thanked Sharon Hunt for her assistance with the board meeting minutes in Mrs. Coffineau's absence. She also thanked Ted Hobson for assistance with removal of small tree blocking road. She then opened the meeting by welcoming all attendees and inviting general comments from those in attendance.

Mr. Fleming complained of excessive barking near and behind his home. He has spoken with Northumberland Sherriff and they recommended he approach the HOA board with his complaint. After much discussion, it was determined the best first step would be to approach the neighbors directly to discuss the issue. Bill Schreier agreed to go with him to the neighbor for discussion and if needed recommendations brought back to board.

Mr. Horton then presented a couple of issues. Certain areas around the dock and steps down to dock are very slippery. He suggested replacing wooden steps with masonry and to add a handrail for safety. The docks themselves may need power washing as well. Lastly, thefts from crab and oyster pots have been noted. Also, due to nonresident and minor nightly visitors may warrant installation of signs and /or cameras. Further discussion about poaching and security ensued which the board will continue to review and discuss.

Mrs. Horton commented about the torn tennis net on Canvasback. Ms. Widenmyer noted we will replace all nets this spring and they will be brought in during winter. Mrs. Horton also commented about the leaves stacked in the corner of the court being unsightly and that the courts should be maintained even during the winter.

There was an open discussion about warm weather and snakes being out and about. Mr. Yordy also mentioned that if we cleaned out our overgrown areas near the dock this might prevent persons feeling they can hide and cause mischief. Mrs. Yordy also mentioned dogs running for exercise loose on the roads behind golf carts can be a hazard to their health.

Reports

Secretary (Victoria Coffineau-absent) – Jeanne Widenmyer stated minutes have been posted on website. On a voice vote, the Board approved the minutes.

Treasurer (Jeanne Widenmyer) – Ms. Widenmyer reported that we ended the year with 100 persons prepaying dues and one person still owes for 2019. We ended the year with \$13,000 under budget which was moved to reserve. As of tonight, we only have 54 owners still owing dues. Ms. Widenmyer adjusted budget down \$900 because 2 homeowners merged lots. Nine lots have been merged. We are down to 160 dues paying proprietries, with about 80 homes.

Property Manager (Brant Hays) – Mr. Hays did some cleaning around the pool and around the clubhouse for tonight's meeting. He will begin working on removing leaves on the tennis courts. He did see broken tennis net that was reported. Mr. Hays says Linda Hobson will now take over ordering supplies for clubhouse. Later, Mr. Hays mentioned he is taking down the gatehouse decorations this week.

Webmaster, Dockmaster & Clubhouse Manager (Scott McGuire) – On the Dockmaster portfolio, Mr. McGuire reported that there are few people that have still not paid for kayak renters for the year. He will contact them. There are still four power boat unpaid renters as well. He will find out if they still intend to rent.

Regarding the website, he asked the board to review and consider posting reference material he found on the Sheriff's department website about how law enforcement agencies are organizing their efforts to protect the elderly by reducing their fears and providing ways to recognize and avoid scams and fraud. The board will read material and discuss how to best incorporate in our website.

The Clubhouse is becoming more popular, so Mr. McGuire suggests you contact him as soon as you know when you want to reserve the Clubhouse. Saturday is the most popular day and Sunday is the least popular day. Mr. McGuire has now posted on the website the dates that the Clubhouse has been reserved and will keep this updated.

Architectural Review Committee (Ted Hobson) – Mr. Hobson reported that the ARC has approved the removal of 4 trees (Lot #114). Lot #114 has not begun project. In addition, Mr. Bob Mitchell just asked Mr. Hobson about a tree removal so he will get back with him.

Landscaping Committee (Lynda Browne) – Ms. Browne received the name of a landscaper from Mrs. McGuire that she will contact. She will also speak with Master Gardeners and Joan Gilliam about landscaping the entrance. She will contact one of our landscaper residents to see if she can assist with volunteering. Resident, Mrs. Mullins, did place some winter decorations in the front entrance pots.

Facilities Maintenance Committee (Marshall Sebra) – Mr. Sebra mentioned that he did plan to trim some trees around the pond next to Bob Cleland's house this winter as they are easy now with no foliage. He will also do

some work removing growth around the boat ramp. He was reminded we do have some money in the budget for extra assistance, but Mr. Sebra felt he can do this without additional help.

Neighborhood Watch Committee (Allen Garland) – Mr. Garland mentioned the oyster pot raiding, which was discussed earlier. He had thought about a security camera(s), but the biggest expense is the monthly WiFi expense (\$60-80/month). They discussed a hunting camera vs WiFi. The board discussed signage and additional lighting and will further review and discuss.

Social Committee (Bob Mitchell) – Mr. Mitchell announced the holiday decorations will be removed 10am on Wednesday January 8th. January Cocktails on the River will be Bingo night. In February, they will have the 'Band'. Casino night might also be in the future.

Amenities Committee (Ted Hobson, Spokesman) – Mr. Hobson said he has not scheduled a field trip and will do this probably in March to assess the amenities. The committee will review and update all amenities as needed. He noted some priority projects have been completed.

Also, Mr. Hobson mentioned that the Coast Guard Auxiliary is aware of theft on boats on the river in other areas. He recommended leaving nothing on the boats that could be taken, and certainly not the keys. Ms. Widenmyer recommended putting on website a reminder not to leave easily lifted boat items on boat while docked and unattended.

Old Business

Clubhouse Deck Proposal (Marshall Sebra) – The old deck is still in place, so the work has obviously not begun. The contract was awarded, and the contractor is confident it will be finished before pool opens in spring. Mr. Sebra will continue to follow-up with him.

RV Lot Status (Bill Schreier) – Mr. Schreier has never been in the lot so he will visit the lot. He will review options for assigning spaces, with the possibility of those who rent boat dock space getting first preference in RV lot. Also reviewed will be assigning spaces for different sized items, so larger items have more room. Measurements may need to be taken to ensure the best utilization of RV storage lot. Mr. Garland was able to identify one unknown item owner, but three owners for items in the lot have not been identified. If an owner is identified, Ms. Widenmyer stated there are ways to get them to be financially responsible for removal of abandoned item. There was discussion about what to do when owners have not yet been identified, possibly using the Mallard Bay website as a forum for communication. Pictures may be taken of the abandoned items, posted on website for public notification. The board may consult a lawyer for some guidance with abandoned property. The board will continue to review and discuss.

Mrs. McGuire and Ms. Widenmyer noted that growth of the Mallard Bay subdivision has impacted the availability of storage spaces within this limited resource area. Mrs. Yordy, suggested that it would be advantageous to survey the RV lot to know boundaries so we can better plan.

Updates

- The door in Clubhouse has been installed. It appeared to be missing trim, but Mrs. McGuire determined after the meeting that all doors with locks do not have the additional trim, so door is perfect. Also completed on Clubhouse was the caulking of fireplace stone and trim work around transom windows.
- Two trees removed from Clubhouse parking lot.
- Gravel was used to fill holes in parking lot.
- Purchased new soccer goals for Canvasback.
- Mr. Hobson helped remove fallen tree from Mallard Bay Drive.
- Pump Maintenance Status – Mr. Ryan has sent several emails to update Mrs. McGuire. All parts have been ordered. He is now waiting on 2 parts which have been ordered and due within the next 2 weeks before he can finish the project.

Closing Comments

None

Mrs. McGuire adjourned meeting at 7:27 p.m.

Submitted by:

Sharon Hunt substituting for
Victoria Coffineau, Secretary