

Mallard Bay Property Owners Association
Minutes
Meeting of Board of Directors
August 5, 2019
Approved, September 1, 2019

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 6:27 p.m.

Board Members present:

Mary McGuire, President
Sharon Hunt, Vice-President
Victoria Coffineau, Secretary
Jeanne Widenmyer, Treasurer and MBPOA Registered Agent
Marshall Sebra, Board Member and Maintenance Committee
Allen Garland, Board Member and Neighborhood Watch Committee

Committee and Support Personnel Present:

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

Property Owners present: Linda Hobson Jim Hanline

Opening Comments

Ms. McGuire opened the meeting by welcoming all attendees and inviting general comments from those in attendance. Ms. Hobson advised that she requires additional cleaning supplies for the Clubhouse, so she will now be added to the list of Mallard Bay POA personnel authorized to procure supplies at a local hardware store.

Reports

Secretary (Victoria Coffineau) – Ms. Coffineau presented the minutes of the July 2019 meeting for approval. No discussion was forthcoming. On a voice vote, the Board approved the minutes.

Treasurer (Jeanne Widenmyer) – Ms. Widenmyer reported that one property owner remains delinquent and regrettably has expressed no interest in satisfying the debt on the MBPOA annual dues. A discussion ensued about this case. On Mallard Bay finances, we are over \$9,000 under budget, with Special Projects accounting for about \$6,000 of that amount. Ms. McGuire asked about our reserves and Ms. Widenmyer clarified that these amounts do not fluctuate from month to month. Ms. McGuire asked about the funding slated for the Clubhouse Deck Replacement project and Ms. Widenmyer will forward the requested information to her.

Property Manager (Brant Hays) – Mr. Hays plans to buy replacement flycatchers for the 2 used ones. Ms. McGuire asked Mr. Hays if any additional grass/weed killing work was planned for the multipurpose courts or tennis courts and he said no, but that he would be willing to do another round. Ms. McGuire thanked Mr. Hays, Ms. Horton, and Mr. Malloy for the great job they are doing on the pool maintenance.

Webmaster, Dockmaster & Clubhouse Manager (Scott McGuire) – On the Webmaster portfolio, Mr. McGuire reported in the past four weeks 1,885 page reviews and 460 visitors to the website. On the Dockmaster portfolio, Mr. McGuire presented an illustration of the existing kayak rack showing a proposed construction of 4 additional rack spaces on one end of the rack. Mr. Hanline, who built the original kayak rack, has generously volunteered his time and materials to build this addition, with the assistance of Mr. McGuire.

Architectural Review Committee (Ted Hobson) – Mr. Hobson reported that the ARC is still awaiting additional information needed to process the request for installation of an oversized shed (Lot 5). The ARC received a request to approve the installation of an oversized shed (300 sq.ft.) on a combined lot (Lot 140/142), however, since legal requirements governing lot mergers have not been satisfied, the request was denied. In this case, the ARC has also requested additional information regarding the proposed oversized shed. The ARC approved the removal of several trees (Lot 115) and is awaiting additional information (specs) needed to process their request for the installation of fencing. Ms. Hunt mentioned that she had been asked as to whether there are restrictions on the colors that can be used to paint doors (such as red), and Mr. Hobson advised that he was unaware of any such restrictions.

Facilities Maintenance Committee (Marshall Sebra) – Mr. Sebra advised that our summer intern, Pierce, continues to work on the pool fence staining project. Regarding the Clubhouse Deck Replacement project, Mr. Sebra reported that the contractor who conducted the recent on-site inspection of the deck has declined to pursue the job. Mr. Sebra is willing to meet with known contractors referred by Mallard Bay community members and he will follow-up on several names suggested at the meeting. Ms. Hunt reported that there is a rotted board on the crabbing pier that needs repair and Mr. Sebra said that he'll take care of it. He also offered to assist Mr. Hanline and Mr. McGuire with the upcoming kayak rack (addition) construction project.

Landscaping Committee (Lynda Browne) – Ms. McGuire reported on behalf of Ms. Browne that everything is blooming and fine on the landscaping front. Ms. Widenmyer noted that the new rock/stone edging around the front of the Mallard Bay Clubhouse walkway is very nice, but looks incomplete. Ms. McGuire advised that the landscaper had run out of rocks, but that we could certainly request that she complete the project. Ms. Widenmyer will follow-up with Ms. Browne on this project.

Neighborhood Watch Committee (Allen Garland) – Mr. Garland had nothing to report of a criminal nature. He praised the Nextdoor app introduced to the community by Mr. Sebra and felt that it is working well and cited the recent lost dog posting as a perfect example of its value. This specific case was discussed and an additional offer was very kindly made by Mr. Sebra to continue the search for the lost pet.

Social Committee (Bob Mitchell) – The next scheduled event is the September 1 Labor Day Luau Picnic. Mr. Mitchell reported that the 4th of July picnic was a great success with over 65 people in attendance. It was particularly gratifying to see many families with children who then continued enjoying the festivities poolside. Finally, Mr. Mitchell mentioned that Bill & Carol Bracker will be ending their tenure on the committee at the end of the year, so the committee will be searching for new volunteers to fill their positions. Mr. McGuire offered to post a notice on the Website regarding this upcoming volunteer opportunity.

Amenities Committee (Ted Hobson, Spokesman) – Mr. Hobson presented illustrations of the proposed new pier signs, boat ramp sign, and clubhouse sign with estimated costs for Board approval. On a voice vote, the Board approved the signage procurement. Ms. McGuire asked if the sharp edges of the signs could be rounded (for safety reasons) and Ms. Hunt asked if the picture on the clubhouse sign could be a little sharper than the illustration he presented for consideration. Both requests are doable. Mr. Hobson then advised that a portion of decorative flagstone on the Clubhouse chimney has come loose and is in danger of falling and damaging the gutters below it. Mr. Sebra will seek a contractor to repair this segment of the chimney.

Old Business

Clubhouse Deck – See *Facilities Maintenance Section*

Kayak Racks – See *Webmaster Section*

Updates

- The eight Clubhouse transom windows have been ordered and are expected to be installed o/a August 15th.
- Pump maintenance status – Ms. McGuire reported that Mr. Paul Ryan has inspected the main pump (by the wooden bridge), that the pump needs servicing and a new timer/clock, which he will procure and install. A manually operated clock was chosen over an electric one, due to our occasional power outages.
- The swimming pool fence is being stained by our summer intern Pierce, Ms. McGuire noted that he is doing a good job, and she thanked Mr. Sebra for serving as his supervisor.
- The Clubhouse sidewalk was powerwashed and the multipurpose court has been cleaned.
- The Trees on Mallard Bay POA property with bug nests (caterpillar tents) were sprayed by Dodson Tree Service and the bug nests were physically removed along Mallard Bay Drive and Canvasback Lane.

New Business

RV Lot – Ms. McGuire received a complaint letter from Mr. Horton regarding the current state of the RV lot. Ms. McGuire has forwarded the letter to Ms. Hunt, who, in her capacity of Vice-President also serves as the MBPOA Complaint Coordinator. As this letter was received immediately prior to this Board Meeting, it will be reviewed and discussed at the September Board Meeting. Ms. McGuire felt that the Amenities Committee could be a great asset in developing a plan to address the issues raised in the letter. A discussion followed about the general state of the RV Lot and Mr. Hobson noted that the lot is completely filled. Additional comments were made regarding the maintenance, current use/abuse, restrictions, vehicle registration requirements, space allocation, access, and covenant requirements. It is clear that this issue will require coordination among multiple parties in order to fully address and resolve the concerns about the current maintenance and usage of the RV Lot. Following this topic, there were several comments made about non-Mallard Bay boaters docking at the end of the dock and the pier, and whether the newly commissioned signage will be viewed as inhospitable by the guests visiting Mallard Bay residents when these guests dock at the marina.

Closing Comments

There were no closing comments and the general (open) portion of the meeting was adjourned at 7:05 p.m. The MBPOA Board meeting was then convened to go into closed session to discuss possible nominees for new Board members in 2020 and nominees for the Extra Mile Award.

The next regular meeting of the Mallard Bay Board of Directors will be Monday September 2 at 6:30 p.m. in the Clubhouse. Everyone is welcome to attend.

Submitted by:

Victoria Coffineau, Secretary