

WHISPERING SANDS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES

THURSDAY JUNE 25, 2020 5:00p conference call

PRESENT: Hank Sessa (chair), Ed Miller, Anne Parsons Marchant, Sheila Hardy, Kathy Kienitz, Cindy Benedict, Jim Nicholas

NEIGHBORS PRESENT: Cathy Larkin, Susan Thompson,

PROPERTY MANAGER: Ruth Bruns, Maine Properties

OWNER FORUM: C. Larkin requests clarity about opportunity for neighbors to express opinion in the course of the meeting. H. Sessa replied Robert's Rules call for non-Board comments to be restricted to the beginning Owner Forum and the Announcements. E Miller suggests that as many Boards do, Robert's Rules is followed with the exception of when a question is directed at the non-Board member.

CHANGES/ADDITIONS TO BOARD MEETING AGENDA

Requested: awnings to come first in the President's report. (S. Hardy)

Requested: parking of commercially labelled vehicles on the property (H. Sessa)

ADOPTION OF BOARD MEETING AGENDA

TREASURER'S REPORT: E. Miller said he and Ruth Bruns are going to be looking at making improvements in the way monthly budgeting is performed. Books close June 30 and final report will be available five business days following per Ruth. Ed suggests 5-15 days so that all numbers are in.

MANAGER'S REPORT:

A neighbor approached Ruth about moving some hosta and wanted to request ACME assistance. Reminder: Contractor service must come through the Board.

ACTION: Requests from neighbors relating to grounds/gardens will be forwarded to a member of the Grounds and Garden Committee as an FYI

ACTION: Ed and Ruth will provide general ledger Grounds Miscellaneous Expenses for entire FY2019

ACTION: please add maintenance requests to Manager's Report under maintenance needs.

MOTION: E Miller moved to hire expert pest company to identify source of entry into Building G and possibly H. Second: C. Benedict. Motion passed unanimously.

ACTION: Consider confirming recent report of bat in building H. (APM)

ACTION: C. Benedict reported opinion of MP staff that trees may be an access for wildlife to buildings. This opinion needs to be confirmed with Jackson Tree.(APM)

APPROVAL OF MINUTES OF PREVIOUS MEETING:

MAY 15, 2020.

Moved to accept by E. Miller and Seconded by S. Hardy. Six aye. One abstain.

PRESIDENT'S REPORT:

MOTION: The Board approve awnings installed above decks at #8 Larkin and #42 Sessa. 5 aye, 2 abstentions

Removable, retractable awnings were installed on Units 9 and Units 42.

ACTION: clarify what needs to have a proposal submitted to the board and what does not.

MOTION: The Board establish Building Stewards in each of its eight buildings.

Motion made by H. Sessa and seconded by J. Nicholas. Motion passed unanimously. Role of the proposed building stewards is to identify one full time resident in each building who serves as a "go to" for communication and coordination of needs (i.e. moving cars for painting parking lines, etc.)

Stewards recommended for Buildings: need to be confirmed:

Building A units 1-6: Carol Holt (H. Sessa will confirm)

Building B units 7 and 8: Cathy Larkin - confirmed

Building C units 9 -14: Mary Nicholas (H. Sessa will confirm)

Building D: units 15-18: Kathy Kienitz - confirmed

Building E: units 19-25: Ginny and Chuck (E. Miller will confirm)

Building F: units 24-30: to be determined

Building G: units 31-36: Susan Thompson - confirmed

Building H: units 37-42: Dale Campbell (H. Sessa will confirm)

MOTION: The Board establish the following standing committees:

Motion made by C. Benedict second E. Miller. Motion passed 6 unanimously.

RESIDENT RELATIONS- C. Benedict

WEBSITE- Kris Bujold as an ancillary Board Member as identified in Bylaws

MAINTENANCE REVIEW- J. Nicholas

GROUNDS AND GARDEN: A Parsons Marchant and K. Kienitz

CONTRACT REVIEW- K. Kienitz constant review of contracts is planned

Committees do not supercede the role and responsibilities of Maine Properties and will serve in an advisory capacity to the Board.

COMMITTEE REPORTS:

Resident Relations - Cindy reviewed excel document created to track maintenance requests, scheduled work, and completions. Reviewed current items and status updates as provided by Ruth. Primary emphasis on communication, with Maine Properties, with building stewards, with residents.

ACTION: Ed and April will f/u with Maine Fish and Game as resource r/t batboxes

ACTION: Consider Survey to include Mosquito control: query residents as to interest in bat boxes, mosquito spraying

Grounds and Gardens:

ACTION: A. Parsons Marchant and K. Kientiz moved and E. Miller seconded an expenditure of up to \$2000 be allocated for expenses summer 2020. Passed unanimously.

ACTION: discussion of specifications. To be continued via email so that Board members can review specifications.

Website: Board to meet with Kris Bujold Monday June 29, 2020 7:00 pm to discuss plans for website

Maintenance Review: no report as newly formed

Contract Review: no report as newly formed

OTHER BUSINESS AND ANNOUNCEMENTS:

Whispering Sands has been approached by The Ocean Park Association about an OPA two vehicle virtual live streamed Fourth of July Parade. The live streamed parade is in response to the Covid 19 Pandemic and cancellation of the traditional parade. The route will pass through Whispering Sands and throughout Ocean Park. C. Benedict reported 19 of 42 Whispering Sands owners are OPA members.

MOTION: Create a one week by-law exemption to allow for signs identifying units housing OPA members for the purposes of the live streamed parade. Moved by E. Miller and seconded by A. Parsons Marchant. Passed unanimously.

ACTION: R. Bruns will send an email to all residents explaining the rationale for the one time exemption for signage in support of OPA's efforts to celebrate amidst the Pandemic. OPA will provide signs July 1-2. Signs must be removed by OPA member residents by July 7. All owners, regardless of OPA membership, will be encouraged to decorate for the event and to come out and wave the parade. July 4, 2020, scheduled to pass through WS 10:15-10:45. More info to follow.

ANNOUNCEMENTS:

C. Larkin requested information about the **Suggestion Box** idea enthusiastically embraced at the Annual Meeting. The website will be instrumental in this effort and more information will be forthcoming following the Monday June 29 meeting.

H. Sessa raised policy surrounding presence of **commercial signage on resident vehicles**. Policy was reviewed as no signage on commercial vehicles. Commercial plates are allowed but decals, signage, etc are not allowed. J. Nicholas, who was affected last year, was told at time of purchase that small signage was OK.

Subsequent to their arrival they were asked to remove signage. As additional discussion is required, this topic will be added to the July 2020 Agenda.

H. Sessa requested **Board members to please start new unique email subject threads** to promote clarity.

C. Benedict **suggested use of ZOOM** as a platform for future meetings.

The meeting adjourned at 6:48 pm.

Respectfully submitted,
Anne Parsons Marchant