



RBVCCPOA Meeting – May 19, 2021

This meeting of RBYCC POA Board was held as a Zoom session because of the restrictions from the State of Delaware limiting meetings. Thanks to Andy Staton for arranging the Zoom session for this online meeting.

Board members John Cikota, President; Andy Staton, Vice President; Howard Cyr, Secretary; James Mease, Treasurer; John Bator; Doreen DiLorenzo, Mark Lane and Will Freshwater. Eddie Engles could not participate. Samantha Setzer had difficulty in making the connection and missed some or most of the meeting.

Call to Order

The meeting was called to order at 6:10 pm

Approval of Minutes of the April 21, 2021 Online Meeting

Minutes for the meeting of April 21, 2021 were approved.

Covenant Committee Report

Eddie Engles submitted the following report.

Per last month, our plan to execute and timeline remain the same. From our last meeting, we agreed to the language where each year, during a 6-month window, the community, through the board, will have the option to modify/replace the covenants.

I have two updates:

1. Given the recent governors order relaxing mask restrictions, I am going to suggest we move forward with a physical paper/signed for the modification that attorney Bonnie Benson drafted. We can work on distribution and collection and will need to prepare a mailing. We can also email, but ask that folks print and send back. We will not accept electronic copies. We will need the original signed. I believe this is the most prudent (but not easiest way) and follows what RBYCC did on West End Drive last year.
2. I have a draft communication (to be emailed) to the community ahead of the meeting. I'm going to ask that previous updates be posted on the website (including this one) so that we can refer to them with hyperlinks in the communication. There will be some people who recently moved into the neighborhood and I think it is a good idea to keep a historic set of communications on the website so that the community can see the continued progress here.

Our timeline still stands as follows:

- Finalize the attached document (including agreeing to the period we want to align on) – two options I see are every year, or every other year. I can argue both. (April 2021)
 - ☐ COMPLETE: 4/20 Board meeting it was decided to do each year.
- Finalize with Bonnie the mechanism that we need to execute this with (paper, paper w/ notary, electronic/docuSign) (May 2021)
 - ☐ TONIGHTS UPDATE: Given the recent relax of masks and overall trend, I am recommending tonight we move forward with a physical paper/signed for the modification that Bonnie drafted and not use electronic means.
- Prepare a communication to the community ahead of the annual meeting that outlines both the ongoing strategy, intent, document, and instructions. (early June 2021)
 - ☐ IN PROGRESS: In Draft, expect to have this following tonights meeting ahead of schedule.
- Give update to community during the annual meeting (June 2021)

- Solicit and engage “street volunteers” to get the documents collected. (During Annual Meeting – June 2021)
- Distribute the documents to the community at the start of the period. (July 2021)
- Collect the documents (as needed/required) and ensure 60-70%+ in favor to have overwhelming majority – as expected. (July – August 2021)
- Have Bonnie file documents on our behalf (September 2021)

Treasurers Report

James Mease’s input for the Board is as follows: 7 reports dated May 17, 2021 (1) Balance Sheet, (2) Delinquencies, (3) Budget vs Actual, (4) Proposed 2022 Budget, (5) Transaction to date by Vendor, (6) Bond Report, & (7) ARC Report were provided to Board members by e-mail in advance of the meeting for their review.

As of May 17, 2021 we have \$54,926.54 in Checking

\$29,115.74 in Reserve

\$ 7,359.00 in Bond Account

Our Reserve account balance of \$29,115.74 exceeds our balance in 2015 of \$29,000 which was prior to the Wolhar case costs. We discussed whether it was time to consider the purchase of a CD. Current M&T Bank CD rates for 1, 2, or 3 yr CD's is 0.05%. The Board decided not to pursue the purchase of a CD at this time.

Delinquencies:

As of May 15, 2021, 7 of 278 households have not paid their 2021 association dues. This represents \$2,159.25 or 2.5% of our members and is down from April's 18 mbrs with \$4074.25 or 6.5%.

The Martin Cannon III, 5 Somerset Road bankruptcy of \$859.25 is included in these amounts.

E-mail notices of delinquency were sent to all members in arrears Feb 15, Mar 18, and Apr 11. Lien letters are now being prepared for the remaining members.

CREDIT Card payments for HOA dues

As a matter of background this service was first offered to the HOA by Seascope in January of 2020 and we chose not to use it because we felt there was insufficient time to implement for the 2020 invoice cycle.

We did not revisit that decision for 2021 due to limitations imposed as a result of COVID-19A and the fact we had no annual meeting with the members. Just an informational Zoom Call.

In the future, if we chose to offer this capability we must first address the additional fees associated with this capability which will be a minimum of approximately \$1,599.38.

This includes:

A flat fee of \$16.00 per month for the use of the service. (16 X 12 = \$192.00)

A flat fee of \$0.25 cents per transaction regardless of amount. (.25 X 278 = \$69.50)

A 2.75% charge of the amount charged on the credit card. (48,650 X .0275 = \$1337.88)

A sub-committee including Doreen, Will, Jim and John Bator was established to look at viable options of providing this service and develop a way forward. Canvassing the community via Survey Monkey was suggested to determine whether or not the community is in support of this initiative .

Budget vs Actual Report:

Budget vs Actual Report shows all accounts in good standing as of May 17,2021. No problems are envisioned thru the end of the year.

Proposed 2022 Budget:

The 2022 budget was presented for Board approval prior to the Membership for final approval at our annual meeting in June.

Management Report

No report. Samantha could not connect.

President's Report

John Cikota presented the ARB Report for Mark Lane.

Committee Reports

- **Building Approval Committee**

Mark Lane could not participate and John Cikota gave the following report.

1. Fencing was approved for 4 West Buckingham.
2. New home plans for 2 Kingsbridge was submitted to our architect, Moonlight, for review and an attached shed was approved for the property also subject to the review by our architect.
3. 141 Kingbridge was purchased.
4. Fencing was approved for 6 Coventry

- **Common Area Oversight Committee**

Revisited the issue of mowing along Country Club highway behind 2 and 4 Sheffield Road. The grass will be mowed. Mowing was already part of the contract with Minni Landscaping.

Doreen suggested that Rogers sign company look at possible blistering of the entrance sign.

New Business and Board Suggestions

- Financial Planning, Communication, Use of Technology

No report

Our annual meeting is on June 26 at 10 am. This will be an online meeting. The agenda will be similar to that used for this May 19th meeting.

Respectfully submitted,

W. Howard Cyr
Secretary, RBYCC POA

RBYCC POA is managed by:



