

Minutes
The Tides Condominium General Association Meeting
Sunday, October 13, 2024 1pm, also by Zoom

Call to Order by President, Daniela Gogliormella at 1:02pm.

Proof of Notice of Meeting was sent to all owners.

Daniela announced that Maria Sammartino is the Election Overseer. Eileen McShea and Mark Seidenberg (206) are the Election Inspectors.

Quorum Roll Call – Maria Sammartino read the roll call. Quorum was established by 18 Present, 15 Absentee ballots, and 3 Proxies.

Minutes - The Disposal of unapproved minutes
Paula Corson (211) moved to approve the minutes from April 14, 2024. Barbara Heard (506) second. Minutes were approved unanimously.

Reports of Officers

President – Daniela Gogliormella

Tides Office Manager, Eileen McShea, was acknowledged.

New Owners were acknowledged and welcomed:

Unit 201 – Joseph and Melissa LaCagnina, and Toby and Alissa Simone

Unit 315 – Brad and Julie Scott

Unit 401 – Dan and Julie Sheehy

Jim Yost and Donna Yost from Ocean Property Management Corporation (OPMC) were acknowledged.

A summary of the Past Year was given:

Completed the Columns Project.

Two New Garage Doors – reported to be very quiet.

New Fire Suppression Pipe

New Flooring and Stone Wall at the Lobby entrance

Secured all Railings on the building

Temporarily Repaired the Pool surface to stop a leak.

Additional Washing Machine on the 4th floor.

Completed Balcony Repair Project at units 308/309

Updated the pool area with the Purchase of new Pool umbrellas

Met with TKE and an elevator consultant regarding our elevator problems

Discarded unclaimed old rusted bikes and added a new bike rack
Power washing of the storage boxes and the walkway walls

Hired OPMC

Properly staffed the Tides Office and Maintenance team.

Upgraded the Office Desktop computer with a new memory card to make it run faster.

Completed an Audit.

Began Reserve Study.

Updated Rental Procedures to ensure that the owner is in control of the lease.

Implemented the new Rental Surcharge Calculation and Collection Procedure.

Held Group Fire Inspections of Rental units.

Hired Bell Hop and Pool Monitor staff for the summer season.

Added new A Frame signs to warn guests not to enter the garage unless their cars fit.

Implemented a new system for Return Renters.

Did not do:

Power washing of the exterior building, planned for spring 2025

Update the Smoking policy – although we collected input from over a dozen owners.

Off Season and Long Term Rental Policy

Policy to accept another form of payment for rentals other than checks

Report on OPMC Migration

As of October 1, 2024, Ocean Property Management Corporation (OPMC) was hired to handle Tides financial accounting and bookkeeping. For most owners the only change is that you send your HOA payment to a new address. OPMC has been also helping the Tides get the Reserve Study completed, and they are a great source of professional expertise in the area. This helps both the Board and the Office. The Tides now has stability in the Tides basic condominium business (collecting HOA fees and paying Tides' bills), and a valued resource who can guide when making difficult and costly decisions in the future.

Tides Rental Program

- The Board updated the Recommended Rental Rates for 2025.
The updates from 2024 to 2025 include: changing 2 shoulder weeks from peak to mid, increasing only the peak rates by 4%.
- The surcharge has remained the same (11.25% of recommended rates) and continues to be collected on the recommended rates, not actual rates. As always, renting owners may choose to set their rates higher or lower.
- There is a request for volunteers to work on a sub-committee for Off-Season Rentals and Long-Term rentals. If you are interested in this, please send an email to the Tides Office or to the Tides Board.

- If owners want to re-instate the Rental Inspections, then owners can volunteer to do that. It's usually done in April. If you are interested, please send an email to the Office or Board.
- If you rent on your own, or through a Realtor, remember that you are obligated to tell the Tides Office about it, and to provide your renters' or guests' names. This is a Fire Department requirement. If you expect the office to hand out your keys to your renters or guests, you need to make arrangements, in writing by email, in advance, not the day before, and receive confirmation from the Office.

Sale of property

Owners were reminded that if you sell your unit, your storage box and parking space do not get transferred to the new owners. They go into a pool for those on a waiting list.

Smoking Policy

The new Board will determine the Smoking Policy going forward, and if necessary, the rental lease will be updated before any leases are sent out.

Vice President – Bill Grabowski

Insurance Premium Hikes

Insurance prices have skyrocketed.

We have multiple policies including Commercial Property, General Liability, Wind Buyback, Umbrella, D&O, Flood, and Fidelity/Commercial Crime.

Balconies

Two engineers were consulted for balcony inspections to ensure they are secure. Flooring of the balconies will be addressed after balconies are reviewed as an entire project.

Cleaning Company Feedback

Eileen reported that Star Cleaning received an average review of 4.9 from renting owners, while Beachy Clean received a 3.8 average review. While many owners expressed satisfaction with Beachy Clean's cleaning, they were not happy with Beachy Clean's communication. Eileen expressed that it was difficult to communicate with Beachy Clean's staff who did not speak English. Star Cleaning asked to sign up more clients and promised to staff accordingly.

Renting Owners who circumvent the Tides Rental Program

Bill gave a description of the issues surrounding this topic and said that the Board intends to put tighter measures in place for those who try to "cheat" the system.

- There are a few renting owners that seem to be engaged in bad behavior in trying to avoid paying the 11 1/4% rental surcharge. That this is not just stealing from The Tides, but

from all renting and non-renting owners alike. The 51 owners are much more like a family than a business, and as such, those who are stealing should stop this bad behavior.

- As one of the first orders of business, the new board would consider a motion for the following:
 - 1.) If an owner is found to have dodged paying the rental surcharge, that The Tides would impose a hefty fine per unit per week penalty.
 - 2.) The Tides would engage our legal team to "clawback" any monies due The Tides.
 - 3.) The Tides would engage our legal team to charge those unit owners the monies charged by our lawyers for action against those same unit owners.
 - 4.) Since we have public meetings with our owners, those unit owners who are dodging the rental surcharge will be made public.
- There will also be a motion from the board to give those units until the end of this calendar year to make full restitution, without fines, and we'll just call this one time a mistake and move on. Otherwise, there will be a much greater financial hardship than gain.
- Off-Season Rentals and Long-Term Rentals – this is a PROJECT in itself. Need volunteers to form a subcommittee to work on it. About a dozen owners expressed interest in renting in the off-season; no one volunteered to work on the issues. For now, the policy is that we treat all off-season rentals just like Seasonal rentals... same surcharge percentage of 11.25% on a recommended rate, same lease.

Spring 2025 Projects

Pool Plastering:

We are planning to give the pool a complete re-plastering to make it look good, feel good on the feet and bring it up to the high level of expectation that Tides owners and renters expect.

Power Washing:

We are planning on having the entire building power washed within the next six months. This effort has not been done in many, many years and, again, we want to bring it up to the high level of expectation that Tides owners and renters expect.

Electrical Conduit Work:

Much needed maintenance in the garage area with regard to the replacement of electrical wires and rusted conduit will be performed in this off-season.

Treasurer – Dana Saporta

A copy of the Tides Balance Sheet and a Profit/Loss Statement was distributed via email. Hard copies were available for distribution.

Balance Sheet

The Tides currently has bank accounts at two local banks -- Sturdy and Crest. The Crest accounts were opened just last month as part of the migration of our bookkeeping to OPMC. Eventually the four Tides accounts at Sturdy will be closed.

We are not changing the individual accounts that renting owners maintain at Sturdy. That means when payments from tenants come into the Tides Office, they will still be deposited into the renting owners' individual Sturdy accounts. At some point, there may be a proposal to tweak that process, but for now there is no change.

The Tides Reserve Account stood at about \$75,000 as of September 30. It started the year closer to \$50,000, and will likely end the year closer to \$62,000, due to a reclassification of roofing and siding repairs conducted earlier this year and incorporating the anticipated cost of the forthcoming Tides Reserve Study (\$3,000-\$5,000).

The Reserve Account would have been mostly drained if it had not been for the unanticipated, but welcome surplus from the Columns Project assessments (about \$65,000).

It is apparent that the Tides income has not been sufficient to adequately maintain the building, meet payroll, and preserve (let alone build) our Reserve cushion. Jim Yost from OPMC will report more on that.

Profit/Loss Statement

In the first column is a copy of the same budget that was distributed at the April 2024 meeting. The second column is actual income and expenses through September 30. The third column is revised estimates for 2024, incorporating what we know about the year's first nine months.

The Tides operating income this year should be sufficient to meet our operating expenses, but just barely. We should be contributing more than just a few hundred dollars to our reserve account every year.

Some major features of the profit/loss statement worth highlighting is the lower-than-anticipated rental surcharge income. In the renters meeting we noted that we had two fewer units renting this year than last year, and only 330 weeks were rented compared to 386 weeks in 2023.

2025 Budget

OPMC will be creating a new budget for the Tides for 2025. As Treasurer for only one year, it didn't take long to recognize that fees for Tides owners are too low to maintain this building, even accounting for the 10% increase in HOA fees we put in place this past March.

Reserve Study

As we reported in August, the Board hired Jim Yost of OPMC to help select from among several local engineers for a legally-mandated Reserve Study. The Reserve Study will anticipate all the things that we may need to replace or repair in the future. The Board will review the list and negotiate which items indeed require replacement, and which we may choose to disregard, as long as they do not pose a risk to the building. The final report will determine the appropriately-sized Reserve balance for the building, and the Tides will have 10 years to build our reserves accordingly.

Late Fee Policies

With all the staffing changes in the office over the past year, we as a Board have been admittedly lax in enforcing the collection of late fees. But that is unfair to the majority of owners who consistently pay their HOA, reserve replenishment, rental surcharge (if applicable), and other fees on time. And we need on-time payments in order to make sure the Tides cash flow is always sufficient to meet its expenses.

At the renters meeting this morning it was reported how many of the first three rental surcharge payments this year came in at random dates, sometimes for alternative amounts. A few renting owners missed the May 15 and July 15 payments altogether. This led to a few cash flow scares through the year and made the reconciliation for the final October 15 payment unnecessarily complicated.

Today the Board will be voting on a standardized late fee policy. For HOA payments due the first of the month, there will be a grace period until the 15th (to allow for postal delays or other mishaps). After that, there will be a \$25 late fee. There will be similar \$25 late fees assessed for reserve replenishment payments and for rental surcharge payments.

Assistant Secretary/Assistant Treasurer's Report – Maria Sammartino

Elevator Update

In August, we engaged TK Elevator's Modernization Department to conduct a thorough survey of our elevator. Following this, in September, Bob Egler, Daniela, and Maria met with TK Elevator representatives to discuss a modernization proposal that aims to enhance the functionality and safety of our elevator.

Key points from our discussions were:

1. Hoist Door Replacement: The existing hoist doors have accumulated significant rust over the years and need to be replaced to ensure proper operation and safety.
2. Upgrades to Additional Components: Other components of the elevator also require upgrades to prevent further breakdowns and ensure the safety and reliability for all residents.

While TKE's proposal includes necessary upgrades, it relies on proprietary parts. To explore alternative solutions, the Board plans on seeking additional proposals.

We are currently considering hiring an elevator consultant to conduct a maintenance audit report and create specifications for a Request for Proposal (RFP). The maintenance audit report will include a Deficiency List, a Performance Evaluation, and a Recommendation – with non-proprietary parts, and recommended contractual points, like the cost of overtime and a required response time. We can then use that to bid the work out to several elevator companies, TKE included.

During our recent discussions, we met with Jim Yost from OPMC, who also recommended hiring an independent elevator consultant. This would allow us to evaluate elevator companies that utilize non-proprietary parts, which could offer greater flexibility and potentially reduce long-term costs.

We also met with Bob Egler and his daughter Trish Clothier, a Regional Manager Director with Lerch Bates, an elevator consulting firm. Trish spent an hour of her own time educating us on the various things to ask for in a new contract, with or without a modernization project. With her extensive experience at companies like TKE, Otis and Koenig, her expertise is invaluable in guiding our discussions with elevator companies and ensuring informed decisions. She has previously provided valuable advice to Bob and the Tides during service calls and encouraged us to obtain another proposal from a different consulting company to compare pricing and options.

Property Manager – Jim Yost, OPMC

Jim Yost introduced himself and his wife Donna from OPMC. Jim spoke about his experience and expertise in the property management business, and general condo association issues, including Reserve Studies, Structural Studies, and changing laws. HE spoke about the need to have larger reserve amounts in Reserve accounts.

Old Business – BOARD VOTE ONLY

1 - A motion was made to approve the Minutes from the August 29, 2024 Open Board meeting by Dana, second by Maria. Motion is passed, 4-0.

2 - A motion was made to approve the New 2025 Recommended Rental Rates by Dana and second by Maria.

The Motion has passed, 4-0.

3 - A motion was made to approve the new Late Fee Policy by Dana and second by Maria.

The Motion has passed, 4-0.

Election of Trustees

Election Roll Call was held to hand out blank ballots to Association members who are Present and to Proxies.

Daniela reminded the Association that there are 2 vacancies for 2 year terms each and 1 vacancy for 1 year term.

Daniela asked if there were any nominations from the floor. There were none.

Maria began the **Election Ballot Roll Call** using the Quorum Roll Call results on the Ballot Report of Inspectors.

Ballots were handed out to those Present and Proxies. Ballots were collected. Eileen read the results. Maria and Mark tallied the votes.

Jim McVea (405) won a two-year term with 35 votes.

Dan Sheehy (401) won a 1 year term with 20 votes.

Rene Van Dorp (505) won a 2 year term with 5 votes. Because Rene was a write-in candidate, Daniela asked Rene if he would serve, and he graciously accepted.

Congratulations and welcome!

New Business

Official Correspondence

There was a brief discussion about a memo that Barbara Heard (506) sent about Venmo and Zelle Scams.

There was a brief discussion about a memo that Barbara Heard (506) sent about an Evacuation Chair. Jim Yost of OPMC advised that a similar chair can be obtained at a significantly lower cost.

There was a brief discussion about a memo that Barbara Zerbe (411) sent about setting up sub-committees, and suggested wording for a smoking policy in the lease.

Public Comment

A motion was made to begin Public Comment by Bill, second by Maria.
Motion is passed.

Barbara heard (506) asked Jim Yost about Reserve Study categories. Jim Yost explained that the Reserve Study itself is a Reserve expense, as is the Engineer's Structural Study – these are not Operating expenses. However, Fidelity Bond insurance would be considered an Insurance category within an Operating expense.

Barbara Heard asked that the power washing company hired have the equipment to reach the 5th floor.

Barbara Heard asked about the handling of excess Reserve funds. Jim Yost addressed this as well, saying that the excess is handled by governing documents first; in the absence of wording, then it falls to the powers of the Board.

A motion to close Public Comment was made by Dana, second by Maria.
Motion is passed.

ADJOURNMENT

A motion to adjourn was made by Bill, second by Dana.
Motion is passed.
Meeting was adjourned at 2:48pm.