

Drum Point Project, Inc. (DPPI)

Drum Point Club

Board of Directors Meeting

Monday, October 16, 2023

Call to Order: The meeting was called to order by President Eric Andreas at 5:30 pm in the Drum Point Club Game Room.

Attendance: Board members: Eric Andreas (President), Mary Ann McGowan (Vice President), Johanna Icaza (Treasurer), Ed Luczak, Bruce Fall, Bill Kurtz, Terra Cooke.

Minutes: There were no minutes for the last Board of Directors Meeting.

President's Report

- **Policies and Procedures Project** – Ed reported on progress made on the DPC Policies and Procedures Project. Approximately 20 documents have been drafted; they are available for review on the DPC Google Drive. Ed will make sure that all Board members have access to this folder. Ed distributed copies of two documents to provide an example of the format being used. Ed proposed a process in which the Board considers a small set of procedures at each Board meeting. The Board voted to approve the proposed process.
- **First Aid Kit** – Eric reported that the Club has a new First Aid Kit in the Clubhouse.
- **Clubhouse Deep Cleaning Project** – Eric announced that Jane Luczak and Kathy Kurtz are organizing a Clubhouse Deep Cleaning Project, for Saturday, November 11. The organizers are asking for members to volunteer to help. The deep cleaning will include: washing the draperies in the Party Room; cleaning the ceiling fans and air vents; cleaning the kitchen cabinets and refrigerator; and other cleaning tasks. Mary Ann noted that the Storage Room also needs to be cleaned out and organized, with some items relocated to the sheds.

Finance Committee

- **Treasurer's Snapshot** – Johanna distributed copies of the October 16, 2023 Treasurer's Snapshot report. Highlights include: total members approximately 241; approximately 11 delinquents may be removed; associate members 26; our bank has merged into Shore United Bank; new debit cards have been received. Our mortgage will be retired November 2026.
- **Membership List** – Johanna distributed copies of the October 2023 membership list from QuickBooks.

Buildings and Grounds Committee

- **Pavilion Repairs** – Bruce and Bill gave a short tour of the pavilion and pointed out repairs that they recommend should be done soon. The repairs include: the high wall next to the front steps; bottoms of the pavilion posts; small wall in front of the pavilion; crumbling areas of patio. The committee will prepare a proposal with costs for consideration by the Board. It was suggested that the repairs be divided into work items that are \$3,000 or less apiece. Larger work items will require a mail ballot of the membership, which will likely delay the repairs until next summer.

Technology and Security Committees

- **Gate Improvement Project** – Ed reviewed Chris Cooke’s proposal to improve security at the gate by adding new security cameras and adding remote operation for the gate arm. The proposal includes adding Xfinity Internet service to the gate house, using Wi-Fi security cameras, and adding a Wi-Fi operation capability to the motorized gate. Ed recommended that the Board approve the plan. Chris has volunteered to serve as project manager for the gate improvement project.
- **Gate Problems during Wet Weather** – Ed explained the procedure for using the Gate Arm Key to open the gate when the key fobs, keypad codes, and clickers don’t work. This sometimes happens during heavy rain. Our contractor has examined the gate to diagnose this problem, but they have been unable to find the problem. Eric suggested that Ed prepare a video demonstration that shows how to use the Gate Arm Key.

Membership Committee

- **New Members** – Terra reported that the two new members have been approved via email votes of the Board.
- **Airbnb** – Terra reported that the membership committee is applying the Club’s policy that short-term renters, such as Airbnb renters, cannot use Club facilities, even if the property owner is a Club Member.
- **Certificates** – Terra reported that 33 new certificates have been signed and will be given to the new members.

Events Committee

- **Upcoming Events** – Bruce reported that several events are scheduled:
 - **Halloween-themed Game Night** – Friday, October 27, 6:30-8:30 pm – The event will include bingo with prizes, free pizza, and Member-selected games.
 - **Open Mic Music Night** – Thursday, November 16, 7-9 pm – Sponsored by the DPC Music Group.
 - **Christmas Music Event** – Thursday, December 14 – Sponsored by the DPC Music Group. The event will include performances by Members, and several sing-along songs.

- **Holiday Dinner Dance** – Saturday, December 2, 2023 – The band “Monkey Business” will perform dinner and dance music from a small stage set up in the Party Room. There is no charge to members. The Club will provide two turkeys and two hams; Members will be encouraged to bring sides. Maximum of about 80 people. The Board voted to approve the expenses for this event.
- **New Year’s Eve Karaoke and Game Night** – Sunday, December 31, 2023 – 8-10 pm Game Night; 10-12 midnight Karaoke. Watch the big ball descend at Times Square on the Club TV. Member BYOB.

Adjournment: The meeting was adjourned at 6:50 pm.

Next Meeting: The next Board meeting is scheduled for Monday, November 13, 2023 at 5:30 pm.

Current Board of Directors: Eric Andreas (President), Mary Ann McGowan (Vice President), Tim Hansen (Secretary), Johanna Icaza (Treasurer), Ed Luczak, Bruce Fall, Bill Kurtz, Terra Cooke, Judy Szyborski.

Prepared by: Ed Luczak