

VERSAILLES at EAGLES LANDING

TO: All Owners of Versailles at Eagles Landing
FROM: Versailles at Eagles Landing Board of Directors
DATE: August 26, 2022
RE: 2022 Annual Meeting Notice

In accordance with the Code of Regulations for Versailles at Eagles Landing, this is your official notification of the **Annual Meeting** scheduled for Saturday, **September 17, 2022** at 10:00 a.m. at the Eagles Landing Recreation Association Clubhouse.

Whether you are actually attending the meeting or not, it is imperative that you fill out and return the Proxy and Certificate of Voting, which are included with this official meeting notice. The meeting agenda and Annual Meeting Minutes for 2021 are available on our website. **The Proxy and Certificates of Voting Representation are to be returned to Tidewater Property Management prior to the meeting in order for them to be considered valid. It is essential you return BOTH forms in order to establish a quorum.** The Proxy and Certificate of Voting are also available on our website.

Once you have completed your proxy and voting certificate, we are offering the following options to submit them to be counted: (1) **regular mail** addressed to Tidewater Property Management, 20375 John J. Williams Highway, Lewes, DE 19958; (2) **by fax** to (302) 727-5292; or (3) **by scanning** and sending **via e-mail** to president@eagleslandingversailles.com. The proxies will be distributed to the respective named individual identified on your proxy and who is in attendance at the meeting. If you find that you are able to attend the meeting, you may rescind your proxy at that time. **The proxy and voting certificate must be returned by September 12, 2022 to establish a quorum.**

So there is no confusion, please note the distinction between the Certificate of Voting Representation and the Proxy as described below.

- **Certificate of Voting Representation:** Every unit has **ONE** vote. Because you may have multiple owners, it is necessary to establish in advance of the Annual Meeting, which owner has been selected to represent that unit for purposes of voting (Designated Voting Representative/Owner). The names of all owners should be listed on the Certificate along with the one-named-owner designated to vote on behalf of the various unit owners and it should be dated.
- **Proxy:** The proxy is to be used as a Power of Attorney, giving authority to a named individual to vote for, or otherwise represent the Designated Voting Representative/Owner of a particular unit in all matters to be considered at the

Annual Meeting. Any individual may be named as a Proxy, but the proxy-named person must be appointed by the person who signed the Certificate of Voting Representation.

In our annual meeting notice for 2021, we advised you of the loss of our long-time President and an original owner/resident of Versailles, Nancy Joseph. Nancy stepped down after nearly 20 years of service on the Board, and passed away on November 30, 2021. The Board would like to recognize the loss of our dear friend, and her dedication to this community. We hope that the residents of Versailles will join us at 11:30 a.m. after the Annual Meeting at the wooden bridge located between the 2700 and 3200 buildings. An Azalea has been planted, and we have a small plaque to mark the occasion.

As our Board continues to move forward, we are pleased to report that we are making significant progress in crossing items off our list. One of our primary goals was to increase communication, which we accomplished with the quarterly Newsletter, and important notices via email. Our newly formed Landscape Committee also met several times to review our contracts and the level of service along with the replacement plan of the overgrown and/or damaged shrubs and plants.

We have two Board seats up for election, which are currently held by Jane Fisher and Peter Rosenstein. Both Peter and Jane have agreed to stay on the Board if elected. As you know, we cannot run Versailles without your help. The Board is always looking for new members. If you are interested in serving or nominating a person, please use the contact form on our website or send an e-mail directly to president@eagleslandingversailles.com.

EVERYONE IS ENCOURAGED TO ATTEND.

Thank you!

Please visit our web site at www.eagleslandingversailles.com

**VERSAILLES AT EAGLES LANDING
ASSOCIATION OF OWNERS, INC
ANNUAL MEETING AGENDA
September 17, 2022 – 10 am**

- 1. Call to Order**
- 2. Proof of notice of the meeting**
- 3. Roll Call – Establish Quorum**
- 4. Approval of minutes from Annual Meeting 2021**
- 5. Finance Report – Treasurer**
- 6. Old Business:**
 - A. Ponds**
 - B. Maintenance of Units**
 - Keys to Units**
 - Screens, doors and windows**
 - Updated Alteration to Unit Application**
 - Updated Pet Application**
 - Dryer Vent Reminder**
 - C. Routine Maintenance**
 - railings painted**
 - power washing**
 - D. Landscape Committee Report**
- 7. New Business:**
 - A. Election of Directors**
- 8. Owners Comments and Concerns**
- 9. Next meeting date is September 23, 2023**
- 10. Adjournment**

PLEASE return this Certificate of Voting by **September 12, 2022**. Please read the meeting notice for information on completing the form, and return it in ONE OF THE FOLLOWING WAYS:

- *print, scan and e-mail president@eagleslandingversailles.com; OR
- * fax (302) 727- 5292; OR
- * regular mail to: Tidewater Property Management,
20375 John J. Williams Highway
Lewes, DE 19958

***CERTIFICATE OF VOTING REPRESENTATION
OF
Versailles at Eagles Landing Association
Of Owners, Inc. Annual Meeting***

UNIT NUMBER: _____

OWNER(S) (please list all owners):

In accordance with Article II, Sec. 9 of the Code of Regulations of Versailles at Eagles Landing Association of Owners, Inc.,

(Must fill in name of owner designated to vote)

is hereby named as the owner designated by the owners identified above as the voting representative for Unit Number _____, Versailles at Eagles Landing Association of Owners, Inc., in Rehoboth Beach, DE.

All owners must sign below:

OWNER(S) SIGNATURES: _____

By September 12, 2022, please return this Proxy by ONE OF THE FOLLOWING WAYS:

- *print, scan and e-mail president@eagleslandingversailles.com; OR
- * fax (302) 727- 5292; OR
- * regular mail to Tidewater Property Management
20375 John J. Williams Highway
Lewes, DE 19958

VERSAILLES at EAGLES LANDING PROXY**

As sole owner or owner designated as voting representative for Unit _____, I do hereby constitute and appoint:

(Please print name of person designated)

OR

Jane Fisher, President of Versailles at Eagles Landing

as my power of attorney and/or agent to act for me in my name, place and stead and to vote for me at the Annual Meeting of the owners of Versailles at Eagles Landing Home Owner Association to be held on **September 17, 2022 at 10:00 A.M.** or in the event there is not a quorum at such time and place as the adjourned meeting shall be resumed. This proxy shall remain in full force and effect until such time as it shall be revoked by me in writing or unless I am present to vote.

In witness whereof, I have executed this proxy on the

_____ day of _____, 2022.

Name of Owner/Designated Voting Representative
(please sign name)

****Please read the Annual Meeting Notice prior to
returning your proxy****

Versailles at Eagles Landing Annual Meeting September 18, 2021

The meeting was called to order by Jane Fisher, President at 10:10 a.m. In addition to Jane, Catalina Lee, Vice President, Karen Dills, Treasures and Peter Rosenstein, Member-At-Large were present. Jody Wagner (Versailles 3002) was present. Keith Haas of KWH Construction and Sheri-Ann Cohen of Tidewater Property Management were present. The meeting was held via Zoom.

Proof of notice of the meeting was done via U.S. Mail on August 18, 2021. A quorum was not established with 11 owners present, and 5 proxies. The minutes of last year's Annual Meeting were approved by the Board via email on August 24, 2021, and are posted on the website.

Treasurer's Report was presented by Karen. As of today, the operating account balance was \$71,405.00, and the capital account was \$147,904.32 for a total of \$219,309.32. Because of a lack of quorum, a motion to accept the treasurer report could not be made. However, following questions presented by the owners, the owners present accepted the report.

Old Business:

A. Parging of Foundations. Completed in November 2020.

B. Maintenance of Units. Owners were reminded that any changes within their unit in excess of \$2,000 or if it affects the common elements, approval from the Board must be obtained. The Unit Alteration Application has been revised and can be found on the website. It must be completed and submitted to the Board before any improvements or alterations are made in their units.

Owners were reminded that if they change the lock or code to their entrance, they must give that information to Tidewater.

Violation letters were sent out concerning rusty doors and torn screens. Repair requests can be made on the Tidewater website. Sherri-Ann said the best way to contact her is through email and that she will usually respond within 24 hours.

C. Routine Maintenance. The front and rear railings on the exterior steps are showing signs of rust, and are scheduled to be repainted as weather permits this fall or spring of 2022. Railings are considered a common element, and is an Association responsibility. Steps and sidewalks were power washed.

D. Ponds. Routine maintenance continues, and improvements are noted in the water beginning to clear, lilies are blooming and the frogs are plentiful. Keith donated Koi fish to replenish ponds nos. 2, 3 and 4. We are experiencing leak issues in some of the liners. Our Capital reserve study recommends pond liner replacement in 2022. Keith has been searching for a contractor for bids. The list is limited due to the lack of contractors in the area. Owners need

to remind their renters and guests of pond rules especially to keep off the rocks surrounding the ponds.

New Business:

A. Elections of Officers. The Board was challenged with re-organizing and filling unexpected vacancies of Nancy Joseph due to health reasons and Cynthia Changuris, who is no longer an owner. Catalina Lee was appointed by the Board to fill Nancy's vacancy. The Board also thanked Jody Wagner for her help in re-organizing the Board throughout 2021. The Board recognized the many years Nancy served on the Board, and her dedication and guidance will be surely missed.

The seats held by Nancy (now Cat) and Karen Dills are due to expire. Both Cat and Karen agreed to stay on the Board if elected by the owners. Jane presented the slate of officers as Karen Dills, Cat Lee and Jody Wagner. Since a quorum was not established, the owners agreed to accept the slate offered.

B. Landscaping. Landscaping remains on the agenda, and due to budgetary constraints, there are no plans for a complete overhaul of the aging shrubs and trees. Routine maintenance will continue to extend the life of the existing landscape. Owners were reminded to maintain their own plantings, and that approval is needed for any replacement an owner wishes to do. The Board continues to monitor the bushes in front of several of the units that have become overgrown, and is looking into a cost-efficient solution.

C. Dryer Vents. The Board is concerned that the dryer vents pose a possible fire risk. When left uncleaned, lint can accumulate inside the vent which could easily catch on fire. The Board will be sending information about vendors that would be able to clean the dryer vents.

Owner concerns:

Owners asked for an explanation of the contract relationship between KWH Construction and Versailles, and expressed a potential conflict of interests. Jane explained that Versailles is responsible for managing the community, which requires a property manager to handle administrative tasks such as financial and record keeping, and maintenance. The Board has a contract for administrative and financial aspects of the community with Tidewater, and has entered into a maintenance and custodial contract with KWH. The contracts are separated to keep costs at a minimum. Owners are free to contract with any contractor of their choosing for their own issues. Jane invited the owners to review the accounting records.

Owners complained of lack of communication this past spring. The Board accepted responsibility for the issues because of transition of property management, and the significant changes to the Board. Everyone agreed to work together to improve communication by way of email blasts and preparing a newsletter to be sent to owners biannually.

An owner asked if the Board could review the landscaping contract for use of pesticides to make them environmentally friendly, and safe for pets. This will be placed on the agenda for 2022 projects.

Several owners criticized the Board for not only the number of violation notices that were recently sent, but that they were harshly worded. The Board apologized if anyone was offended, and explained that anything sent to owners is reviewed and edited by the Board before being sent out. The Board is given the difficult task of conveying an unpleasant message in the form of a violation notice, and takes great effort to do so as smoothly as possible.

Jane announced that the 2022 Annual Meeting is scheduled for September 17.

The meeting was concluded at 11:07 a.m.