

Concord Commons Condominium Association

Minutes of the Annual Meeting

Wednesday, January 22, 2019

Szechuan Gardens

Present: Total of 20 Units Represented (15 condos represented physically and 5 proxies)

Board present: Mark Scott, Eric Casey, Jane Heeley, and Deb Walsh

Property Manager: Robert Malmborg

Guests: Kevin Welcome and Jeff Guillemette, Property General Maintenance

Official meeting called to order with the mandatory and exact 1/3 of units represented. Roll call completed via sign-in sheets and proxies.

Motion was made to waive reading of Meeting Notice. Seconded. Voted unanimously

Motion was made to waive reading of 2018 Annual meeting minutes. Seconded. Voted unanimously.

I. Financial Standing

(Balance Sheet and Profit & Loss Statements were handed out and discussed)

* Balance Sheet reflects closing of Ameritrade account to a Money Market account for the build up of reserves. Unearned condo fees are those paid in advance and total \$913.03.

* Profit & Loss reflects Operating Income of \$97,600 and Reserves of \$10,835.93. The Expenses reflect Operating Expense of \$109,907.96. No expenses in Reserves. Details were provided by Bob Malmborg.

* The outstanding condo fees are two units totaling \$5,000+. Constant contact is done with all others with outstanding fees. Payment arrangements are agreed upon by both parties.

Homeowner suggestions: Shame individuals with outstanding condo fee balances by tagging their mailboxes, place a "cap" for specific amount of fees that are allowed to be overdue.

II. Winter Time Issues:

* No definitive notification of plowing time

* Vehicles not being moved

* Shoveling needs to be done near dumpsters

Homeowner suggestions: Blast messaging for notification of plow arrival, neighbors knock on doors to request moving of their neighbor's vehicles, discuss plowing sequence per map provided. Kudos to Kevin and Jeff for raking of roofs.

III. Landscaping:

* General dissatisfaction with present landscaper

- * No spring and fall clean ups
- * No mulching provided
- * Lawns needed mowing sooner
- * Mark visitor spaces clearly

Homeowner suggestions: Discussion with present company requesting improvements and also negotiate with landscaping company's bids. If not mowing, then landscaper should be trimming bushes, shrubs, and taking care of leaves. Kudos given to Rob Kraus for his work on property and the growth of lawns that would not grow previously.

IV. Property Aesthetics

- * Lack of picking up dog feces continues.
- * Air conditioners are supposed to be taken out in October.
- * Flower boxes falling apart.
- * For screen door replacements, what colors are to be used.
- * Some stoops need replacing
- * Replace some fencing, use stain
- * Snow blower and tree present near dumpster
- * Pulling up of plants in garden when season comes to an end.

Election of Board

Board appointment of Eric Casey for Rob Colichio's replacement.

Future Projects and Project Continuations

- Deck staining
- Fences
- Continued dryer vent cleanings
- Flower boxes
- Front stoop replacements

New Business

- None

As required, the Board will find a date and time that is convenient for all within 10 days of the annual meeting.

Respectfully submitted,

Debbie Walsh