

I. ADMINISTRATIVE ISSUES:

- a. Call to order and establishment of quorum at 6:30 PM at 189 Georgetown Square North – Home of Josh Alpert

Present: Steve Miller, Josh Alpert, Yana Staples, Chuck Semchena, Mike Haberlein

Absent: Ron Geddish, Matt Kaminski

- b. Minutes – Not provided

Motions approved since last meeting:

10/23 – to approve the October payables

11/12 – to approve the Quality bid to make repairs at 165 Georgetown for \$1450

11/13 – to approve the November payables

11/20 – to approve the three year contract with Gounds and Gardens for snow removal

- c. Review of the October 2015 Financial Statement (pages 1-23 of packet)

| October | Actual | Budget |
|---------------------------------|---------------|---------------|
| Income for the month | 24,749 | 23,855 |
| Expenses for the month | 43,822 | 23,857 |
| Net Income (Loss) for the month | (19,073) | (2) |
| Net Income (Loss) for the year | (22,880) | (12) |
| Reserve Fund Contribution | 2,500 | 2,500 |
| Working Reserve Fund | 49,929 | |
| Designated Reserve Fund | 52,521 | |
| Reserve Fund Balance | 104,440 | |

Motion by **Josh Alpert**, seconded by **Yana Staples** to approve October Financial state and file for audit. **Motion Carried - ALL**

- d. Attorney’s invoices – none
- e. Attorney’s list from November 30, 2015 (pages 24-27 of packet)
- f. Attorney’s correspondence – none
- g. Status Letters – none
- h. Co-owner correspondence (pages 36-41 of packet)

Unit 15 – Billing (page 28 & 36 of the packet)

Unit 32 – RE: Leaking Dishwasher (page 37 of the packet)

Unit 71 – Billing (page 38 of the packet)

Unit 95 – RE: Water run-off on the deck (page 39 of the packet)

Unit 111 – RE: Request to paint garage door (page 40 of the packet)
Unit 112 – Billing (page 41 of the packet)

II. MAINTENANCE ISSUES:

- a. Brian Turner – Garage Door and interior painting issues: advice from Chuck Semchena
Brian needs to provide a copy of the garage door’s warranty. Association will replace the garage door’s weather stripping. Association will assume the warranty of the garage door. Brian needs to provide the paint and association will tape, prime and spot paint both rooms. Motion by **Josh Alpert** and seconded by **Yana Staples. Motion Carried – ALL**
- b. Unit 22 – Afzal – Upper unit without Carpeting – Status? – No Action required
- c. Status of bay windows on the Main Street – Still collecting bids
- d. Snow contract with Grounds and Gardens was signed on November 20th.

III. OLD BUSINESS:

Utility Spreadsheets (pages 42-43 of the packet)

IV. NEW BUSINESS:

None

V. SCHEDULING OF NEXT MEETING:

Wednesday January 13, 2015 at 6:30 PM at Josh Alpert’s home: 189 Georgetown Square North

VI. ADJOURNMENT:

Motion to adjourn by **Josh Alpert**, seconded by **Yana Staples. Motion Carried – ALL**