

Board of Directors (*Open Meeting*)

Meeting Minutes: April 04, 2011 -7pm

Attending: Board Members: Natalya Shelest, Thomas H. Teglassy, Marvin Olansky, Jeffrey Silverman, Alena Zhurauliova.

Others Present: Thornhill - Mike Case, Kathy, and George Panos

Agenda:

1. Report of Officers: Marvin Olansky
 - a) Treasure's Report
 - b) Maintenance Man
2. Thomas Teglassy
 - a) Vicky Robertson Update
3. Mike Case – Property Manager
 - a) Swimming Pool – what is done? Concrete work around the pool
 - b) Leaking pipes at 7 Windblown Ct
 - c) Bids for the parking repairs
 - d) Answers from lawyer about waving of late fees
 - e) Fire stairs cleaning – letters for the residents
 - f) Damage at 5-7 Snow Meadow Lane after Brickman spring work?
 - g) Emergency contact list
 - h) Price for mats
 - i) Service request form
 - j) Pest service
4. Kathy
 - a) Parking tags price
 - b) Water damage company for 2 Long Stream CT
 - c) Call from 5 Windblown ct 201 and 101
5. Jeffrey Silverma
 - a) Price of pool chairs
 - b) Website – English version
6. Alena Zhurauliova
 - a) Website – Russian version
 - b) Minutes from Open Board Meeting
7. Natalya Shelest
 - a) Painting walls in yellow
 - b) Tree pruning and stump removal, planting bushes in front of the building
 - c) Who wants to volunteer to do monthly agendas (but Natalya Shelest)

8. Report of Reserve Fund Committee Group
9. Next Board Meeting

General discussion: Decided to use two main companies to work with: MTK Services and Allnite Co.

\$1500 is the max amount that we can spend without getting the Board voting. Anything over \$1500 the Board has to approve.

1. **Report of Officers: Marvin Olansky**

a) **Treasure's Report**

We didn't spend capital funds since **last** month. (for reserve funds, see attached). Committee has to do a priority list what needs to be done at the first place.

b) **Maintenance Man**

Mark should police the ground, and clean around the buildings. Marvyn is the main contact person for Mark.

Thomas asked to forward the msg:

- Remove the asphalt from the grass
 - The area behind the recycling at Snow Meadow (behind dumpsters) has to be cleaned.
- Utilities questions BGE: broke the wire; thus we don't have light on the street

2. **Thomas Teglassy**

a) **Vicky Robertson Update.**

Read an e-mail from a lawyer (attached). Decided to reschedule a meeting, so more members can attend the meeting (April 15th, 2011 at 9:30am). Jeff, Natalya and Marvyn are coming. All members decided to move forward with the case.

3. **Mike Case – Property Manager**

a) **Swimming Pool** – what is done? Concrete work around the pool

Didn't start it yet. Person that did dumpsters for us will look concrete is well.

b) Leaking pipes at 7 Windblown ct – Thornhill is to get a 2nd bid about pipes by Thursday.

c) **Bids for the parking repairs – Thornhill is to receive a second bid for parking lot repairs.**

Will resubmit all proposals, so it will meet insurance's requirements.

d) **Answers from lawyer about waving of late fees**

Thomas will talk to Christine Luke and Laura Munter about late fees; and Alena will talk to Sam Kavalerchik.

Management Co will send a reminder notice for residence that due date is the 1st day of the month.

e) **Fire stairs cleaning** – letters for the residents

Mike schedule the service with the company. Notes will be displayed on the Notice boards; so owners can clean fare stairs.

All doors should be open; thus have to get master keys. Mike will get bids (storage, laundry) for locks and keys.

f) **Damage at 5-7 Snow Meadow Lane after Brickman spring work?**

None of the owners complained about that.

Antena from 2 Long Stream has to be removed.

g) **Emergency contact list**

Management Co will send out the request form for emergency contacts.

h) **Prices for mats**

\$50 per mat. Mike will get the company to get it cheaper.

i) **Service request form**

Got around 30-40

j) **Pest service**

Boxes will be placed around the buildings for mice. For Ants – the service has to be scheduled. Mike will get full info for the next meeting.

4. **Kathy**

a) **Parking tags price**

Will do together with the asphalt project.

b) **Water damage company for 2 Long Stream CT**

Got 2 bids from the Service Master by Singer.

\$877.22 – Alena, Jeff, Natalya and Marvin voted for this company and price (Thomas left)

c) **Call from 5 Windblown ct 201 and 101**

Plumber will look the issue.

5. **Jeffrey Silverman**

a) Price of pool chairs. Will get for next meeting. Kathy got some prices for chairs: 25 chairs – 1625, and 25 long chairs – 2800 (Whole Sale pool furniture)

b) Website – English version

“Log in” service to get additional information. Will do more dee research, and present information to the next meeting.

6. **Alena Zhurauliova**

a) Website – Russian version

b) Minutes from Open Board Meeting. Presented

7. **Natalya Shelest**

a) **Painting walls in yellow**

All members but Marvin agreed that color has to be different from white. Walls will be painted in the color that Alena selected in the past. It is not a yellow color.

Call for vote: 4 people for, and Marvin against.

b) **Tree pruning and stump removal, planting bushes in front of the building**

Tree Forester will come to remove stumps behind 1800 Snow Meadow, tennis ct, and Suntop

c) Who wants to volunteer to do monthly **agendas** (but Natalya Shelest)

Jeff will do agenda

8. **Report of Reserve Fund Committee Group**

Meeting on Wednesday. By the end of the month we should have some results.

9. **Next Board Meeting**

May 2, 2011 7pm

Meeting adjourned at 9:30 pm

I familiar and understand all information above (total of 1 page):

Natalya Shelest _____ / /
Signature

Thomas H. Teglassy _____ / /
Signature

Marvyn Olansky _____ / /
Signature

Jeff Silverman _____ / /
Signature

Alena Zhurauliova _____ / /
Signature

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