

Board of Directors Meeting Minutes: August 16, 2011 -7pm

Attending: Board Members:

Natalya Shelest, Thomas H. Teglassy, Marvin Olansky, Jeffrey Silverman, Alena Zhurauliova

Others Present: Thornhill - Mike Case and George Panos,

Unit Owners: Bruce Steinberg, Michel Knight, and Dawn Fisher

Agenda:

Call to Order: 7:07pm

Establish Quorum

Discussion:

Call to Order

Establish Quorum

1. Minutes of last meeting – tabled until the minute are completed.
2. Annual General Meeting
 - a) Date – the Board set November 14, 2011 as the date for the annual meeting.
 - b) Call for candidates –Proxies
 - c) Agenda:
 - Election
 - Budget

It was decided that Kathy from Thornhill will provide copies of the 2010 Annual meeting documents to Jeff, the Secretary, to review and approve for Thornhill to prepare to mail to unit owners.

- Presentation about Reserve Study items – discussion was held about Thomas presenting a PowerPoint presentation on the reserve study, the reserve study report.

3. Budget – The Treasurer presented that a budget needs to be mailed to unit owners 30 days before the annual meeting. Thornhill will assist the Treasurer in preparation of the budget.

4. Reserve Study:

a) Structural engineer/contractor study

b) Distribution to unit owners – it was previously decided by the Board to allow unit owners to be offered to have copies of the Reserve Study.

Jeff, the Secretary, will work with Thornhill to draft a letter to unit owners.

c) Unit owners' approval needed?

d) Include outside lighting proposals

5. Yearly contract renewals

a) Snow removal – The Board asked Thornhill to obtain a quote from the current snow removal contractor. The Board wants to use them in 2011.

b) Management – George discussed that there has been no increase in fees for the annual management contract since contract was initiated in 2008. Initially there was supposed to be a 3% a year increase which has not been executed. And actually in 2010 there was a decrease in fees. For the 2012 contract is requested a 3% increase which would affect in January 2012 which represents a \$97 a month increase, from \$3250-\$3347 for an annual cost of \$40,170.

The Board decided to have a closed meeting to discuss management contract renewal.

6. Preparation to the autumn:

a) Pool cover – discussion to purchase a pool cover – ended with a vote to not purchase a cover at this point. The Board asked Thornhill to review the scope of work to repair pool concrete earlier in the season and the Board will compare that with insurance priorities.

b) Seeding / Fertilizing – Natalya put forth a motion to buy seeds and fertilize now, for the Spring and she work complete the work. The motion had no seconds. Motion died,

c) Pruning ornamental trees (Snow Meadow Ln) – Thornhill is to get 3 bids to the Board concerning Pruning ornamental trees.

d) Need to buy a hose? – Since Damon has the tractor running, and can pull hoses around, water easier, the requests to purchase hoses was otherwise resolved.

7. Status of: -

- a) Pool fencing – Thornhill was obtaining 3 bids, all of which were not received by TPI..
 - b) Projects (Mike Action Report) – the action report was not provided.
 - c) Unit problems (Maintenance Log) – the (Maintenance Log was provided)
 - a. Comcast proposal – George was to gather more data and discuss at September meeting
 - d) Lawsuit – it was discussed that another Board member be the liaison with Mr. Raine. Jeff and Marvin, together, will replace Thomas in that role.
 - e) New bank accounts – Marvin motioned, with a second, and discussion, and Board agreement in majority, to open 2 new bank accounts, each with about \$210,000 to insure that RRC has adequate FDIC insurance on as much of RRC reserves as possible.
 - f) Bad debts (Unit owners' unpaid condo fees) – see Monthly financial statement.
 - g) Bids for pavement (Windblown ct and Snow Meadow Lane) – The Board is awaiting bids.
 - h) The wall between I-83 and Rockland Run – Natalya – Natalya asked that the Board ask the State to reconsider the rules governing their denial of a sound barrier wall. The Board decided not to move further on this issue because it involves changing laws.
8. Painting halls and doors (that weren't paint yet) -
9. Deferred items
- a) Verizon Fios – this item was decided to be investigated by the Board when the Board decides to complete work involving digging/pavement/parking lot repair.
10. Usage of appropriate language with employees. – The Board was presented with a letter from the maintenance man. The Board asked that Thornhill manage and supervise Damon, which leaves Thornhill, as the managing entity, Marvin will not be the Board member liaison between the Damon, the Board and Thornhill.

Submitted by Secretary Jeffrey Silverman on September 19, 2011.