

**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
THURSDAY JANUARY 25, 2011**

Present: Bob Boley - President
 Sue Mulhearn - Vice President
 Carol Cushing - Secretary
 Michael Zachodny - Director
 Marian Gynan - Director
 Elaine Devlin - Great North Property Management

1. OPEN SESSION:

The open discussion primarily focused on the recent ice dams, leaks and lack of insulation. Different methods of insulation were suggested by a few owners, which the Board and Management said that they would research.

Residents agreed that the ice melt buckets need to be replenished on a regular basis, before they run out. Elaine will notify Jefferson Construction, who has taken the place of Earthtones for the remainder of the snow removal season.

2. The meeting was called to order at 6:10 PM

3. MINUTES:

A motion was made by Carol Cushing, seconded by Sue Mulhearn, to approve the minutes of the January 25, 2011 Board meeting.

All in favor, the motion passed.

4. FINANCIALS:

The Board had two concerns regarding the February financials.

- 1.) It was pointed out that the snow removal and cleaning contracts do not compute, relative to the MTD actual amount and the MTD budgeted amount.
- 2.) The (2010) surplus from operating has not yet been transferred to the reserve account.

Elaine will contact accounting.

5. OLD BUSINESS:

Ice Dams & Decks – The Board agreed that there should be guidelines established as to where residents can put the snow when shoveling their decks. It was suggested that

perhaps in the future, that notices could be posted asking for volunteers to clear snow and ice front decks, as not everyone is able bodied for the task.

Unit #40 – The Board agreed that Management should contact a different realtor, so that the necessary paperwork is completed and the unit listed.

Registration Forms – A list of residents who have not returned the vehicle registration form is to be provided by the March Board meeting.

6. NEW BUSINESS:

Dryer Vent Cleaning – A proposal was submitted by Northeast Ventilation Services to clean the attic ducts/trunk lines for the cost of \$2,850.00. It was explained that if the trunks are kept clean, the turbines will last longer and keep water from building up in the ducts and then leaking through the ceilings.

A motion was made by Marian Gynan, seconded by Carol Cushing to approve the proposal.

All in favor, the motion passed.

Attic Insulation – Elaine is looking into obtaining bids.

7. EXECUTIVE SESSION:

8. SET DATE FOR NEXT BOARD OF DIRECTORS MEETING:

The next Board meeting will be on Thursday, March 17, 2011 at the pool house at 6:00 PM.

9. ADJOURNMENT:

Meeting adjourned at 8:15 PM.