

**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
THURSDAY MAY 26, 2011**

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

Absent: Michael Zachodny

1. OPEN SESSION:

The concerns of the few owners who attended the meeting included furniture that had been left in the Common Area of bldg. #3, as well as smoking on balconies and the cigarette butts disposed from the balconies on to the lower balconies and ground below.

Bob Boley gave notification of a variance for 125 Fisherville Road, which the Board gave their consent to.

2. The regular meeting was called to order at 6:24 PM

3. MINUTES:

A motion was made By Carol Cushing, seconded by Marian Gynan, to approve the minutes of the April 21, 2011 Board meeting.

The motion passed, all in favor.

4. FINANCIALS:

There were a few concerns relative to the April financials:

- 1) The rental income for unit #40 is not being reflected on the financials as income, but reflects on the expense line item of Assn. Owned Unit.
- 2) Line item 63030 (on-site maintenance) has went from part time to full time. Elaine will provide last 3 months time sheets and work details for 2011 and the same months for 2010.
- 3) Does the total amount of deposits shown on the bank statement include write-offs and fines?

Elaine will follow up with accounting on these matters.

5. OLD BUSINESS:

Bank Loan – Management informed the Board that the underwriter is currently waiting for copies of the 2010 taxes and review from the CPA. Elaine stated that the CPA is looking for paperwork from the Association's purchase of unit #40. She will follow up with Attorney Mulligan relative to the sale.

The Board discussed the roof and gutter replacement and agreed that the project cannot be put off any longer.

A motion was made by Carol Cushing, seconded by Marian Gynan that the \$21.13 condo fee increase be implemented effective July 1, 2011 regardless of the loan decision. In the absence of loan approval, the monies are to be put aside in the reserve account for roof replacement and gutter replacement.

The motion passed, all in favor.

6. NEW BUSINESS:

Collins Tree Service Quote – The Board reviewed the quote from Collins Tree Service for removal and pruning of several trees (marked by Dennis) in the amount of \$1,800.00.

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

The motion passed, all in favor.

Re-seeding – Ultragreen will be notified to reseed in front of building #3 and stake it off.

7. EXECUTIVE SESSION:

8. SET DATE FOR NEXT BOARD OF DIRECTORS MEETING:

The next Board meeting is tentatively scheduled for Thursday, June 16th, 2011 at the pool house at 6:00 PM.

9. ADJOURNMENT:

Meeting adjourned at 8:05 PM.