

**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING AGENDA
JUNE 19, 2014**

6:00 PM Oak Bridge Clubhouse



In Attendance: Stu Warren, President
Chris Connor, Treasurer
Ann Crossley, Clerk
Ric Riel, Director
Helen Skaleris, Director
Connie Garland, Harvard Management

BOARD MEETING CALLED TO ORDER: 6:15 pm

APPROVE MINUTES OF LAST BOARD MEETING: Ric made a motion to accept the May minutes and Chris seconded the motion. All present in favor.

APPROVE THE FINANCIALS FOR MAY 2014: A motion was made to accept the financials for May 2014 by Ric and Stu seconded the motion. All present in favor.

LOAN VOTE: After board discussion a motion was made by Chris and seconded by Helen to move forward with the loan Amount of \$670,000.00. The loan will be for 12 years and does not have a pre-payment penalty. The old loan will be wrapped into the new loan. The special assessment fee will be \$32.00 effective August 1, 2014. The board will call for an informational meeting for all of the homeowners. The only items on the agenda will be the loan and what the plans will be for the new funding. Connie will send out the notice to all of the owners as soon as we have confirmation from the church.

MAINTENANCE UPDATE

The sealing and striping have been completed. A cover letter will be sent along with the stickers. Management will give stickers to those units that have vehicles registered with the association. There will be no stickers given to owners with more than 2 vehicles. Connie will contact the company that the DNA program for a presentation for June 6th at 9:00 am. Connie will email the board once this has been confirmed.

A motion was made to pay \$32,110.38 for the Insurcom repairs. A motion was made by Chris and seconded by Ann. All present in favor. Once the building work is complete and the cost savings are recognized the board will fund the reserve account for this expense.

The garage door for building 3 is down again and Connie and Steve have called Overhead Door for service. The contractor should be there by early next week.

The painting contract from Prime Touch was reviewed and a motion was made by Stu and seconded by Helen to accept the contract for \$90,200.00 for painting the buildings with the exception of the decks. Connie will talk to Mark from MNM Maintenance about the deck work.

Connie will email the bank to see if they can close on June 24th.

Connie will send out a reminder email blast regarding the garage cleaning. The deadline to remove items not approved by the insurance company is June 30th. Nothing flammable will be allowed in the garage. Any items other than strollers, bikes, or grocery carts will need to have board permission. Items can be stored in metal cabinets; however the cabinet cannot cover the space number/letters.

Information will be given to the residents with information for contractors that can be hired to help out with items that cannot be placed in the dumpsters. Ric will get a number for someone that can help out with this task. Residents can bring televisions, printers and computers to Best Buy at no cost.

The decks are inspected on a regular basis. Connie has asked Steve to number the first floor units on all buildings so that there are no mistakes with the violation letters.

A & M Irrigation will be starting on Monday June 23rd.

NEW BUSINESS

All collections have been turned over to Mark Connelly from Cronin & Bisson. Management will update the board as soon as possible. Mark will give management a status of where the delinquent accounts stand. Units more than 2 months in arrears are sent a termination of services letter and the key fob is shut off to the clubhouse.

The deed for 40 and 157 have been recorded and there are real estate companies working with the sales.

Mill City Energy will be at the property on June 24th to sign the final paperwork. Connie will confirm the meeting with Mike.

The parking stickers will be sent out first class mail to the owners with the exception of the owners that have instructed management to send to the tenant. After reviewing the current parking policy and the by-laws a motion was made by Ric and seconded by Stu to accept the new parking guidelines. This will take effect August 1st. Stickers will be sent out the last week of July with instructions on where the stickers are to be placed.

OLD BUSINESS:

The paperwork has been sent to the Secretary of State and the property is properly registered at this time.

The building support beams were installed incorrectly during the original construction. The correct application would be to install a metal sleeve around the wooden post and then set it into the concrete. This was not done. An engineer may be required to review this issue before any work is done. Chris and Connie will walk through the property to note the decks that are having issues.

The Mill City engineer has inspected the boilers and that will be included with the contract work with Mill City. The pool heater that was just purchased is also entitled to a rebate.

DATE FOR NEXT BOARD MEETING: The next Board of Directors meeting will be on July 17th after the special meeting at the Church of Christ at 6:30.

There being no further business a motion was made by Ann and seconded by Stew to adjourn the meeting. All present in favor.

ADJOURNMENT: 8:45 pm