



**OAK BRIDGE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTOR'S MEETING AGENDA  
April 16, 2015  
6:00 PM Harvard Management Solutions**

**In Attendance:**

Stu Warren, President  
Chris Connor, Treasurer  
Helen Skaleris  
Connie Garland, Harvard Management

**BOARD MEETING CALLED TO ORDER: 6:15pm.**

**APPROVE MINUTES OF LAST BOARD MEETING:** Stu made a motion to accept the March minutes as presented and Chris seconded the motion. All present in favor.

**APPROVE THE FINANCIAL FOR MARCH 2015:** A motion was made by Stu to accept the financials for March and seconded by Chris. All present in favor.

**MAINTENANCE UPDATES:**

Connie will contact Mike from Mill City Energy about obtaining a quote to air seal and insulate the clubhouse. There were substantial icicles this year indicating that there is severe heat loss in the attic.

Roof inspections – the board agreed that the roofs need to be inspected this spring. There have been some issues with flashing missing around the vent pipes and a ridge vent was missing from building 2. The ridge vent was addressed by Sentry Roofing at no cost to the association. The vents are also crooked and should have been addressed by Sentry when the roof was done.

**OLD BUSINESS**

Management will obtain a quote to replace the two temperature gauges on the hot water that feeds the heating system. At this time they are 220 degrees and the other gauge is reading 110. Connie will check the other gauge on Friday and let the board know. The heat turns off when the outside temperature reaches 55 degrees so right now the temperature is reading 110.

The stairwell flooring replacement has been tabled at this time.

**NEW BUSINESS:**

The garages and the common area carpets have been scheduled for cleaning. Best Qualified was chosen to clean the carpets and Champion Cleaning will be sweeping the garages again this year.

JBC Utility LLC Landscaping was chosen this year to do the landscaping. The bushes and trees will not need additional trimming this season. Management will obtain a quote for mulch from JBC. The picnic area behind the clubhouse will not be mulched this year. Connie will schedule a meeting with Jim for next Monday the 20<sup>th</sup> and will go over everything. A & M will be contacted to turn on the irrigation. The board will monitor the need for turning the clocks on this year. The board has opted out of fertilizing this year.

The expansion tanks for building 2 and 3 were replaced for \$6018.00. Money will be taken from reserve for this expense. Connie will contact Gagne Plumbing on the additional work that was quoted to see if it can be postponed for a few months.

Connie will contact Mark from MNM Maintenance with regard to the locations of the leaks this past winter in the garage areas.

Helen and Chris completed the pool certification class and passed the test. They will be taking care of the pool for the next month or so to get accustomed to the equipment. The on-site person will eventually take this over. Don Pichette is the contractor that is working with the board.

**EXECUTIVE SESSION:**

**DATE FOR NEXT BOARD MEETING:** The next Board of Directors meeting will be on May 21, 2015 at 6:00pm

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

**ADJOURNMENT: 8:00 pm**