

**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S SUMMARY
April 2020**



Members: Helen Skaleris – President
Penny Mills – Vice President
Chris Connor – Clerk/Treasurer
Ewa Martel – Director
Dale Lane – Director
Shelley Gullett – Bishop REM

BOARD MEETING CALLED TO ORDER: No board meeting in April due to COVID-19. All necessary Association business conducted via e-mail.

APPROVE MINUTES OF APRIL BUSINESS: Board members reviewed and approved April Association business via e-mail.

APPROVE FINANCIALS EOM APRIL:

Operating ==> \$144,970.35 + \$500 = \$145,470.35 (TD Bank)

Reserves ==> \$87,022.29 + \$42,076.75 + \$50,000 = \$179,099.04
TD Bank + Rockland + Bank of NE

Delinquencies ==> \$1,866.09, delinquencies with the attorney ==> \$21,494.58

March financial report reviewed, approved and posted by Board members via e-mail.

GSPH yearly PM maintenance contract for boilers and HVAC system increased from \$1471/quarter (\$5,884 a year) to \$1618/quarter (\$6,472 a year) - 10% increase.

Monthly trash cost increased from \$450.50 to \$903.00 a month due to no recycling bins.

FHA re-certification application: Due to the complicated and labor-intensive new FHA (implemented 10/15/2019) re-cert process, re-cert documentation is taking longer than expected.

2018 Tax Audit – work still in process, a copy of the original Rockland construction loan was recently requested and sent to CPA through Bishop.

AppFolio - board request to access owner ledgers as needed cannot be completed in AppFolio application. Bishop will supply any ledger requested by the board.

MAINTENANCE UPDATES

B2 + B3 yearly garage sprinkler system yearly inspection uncovered repairs quoted at \$5,963.99 - to be scheduled this summer

New combo lock box for GSPH installed next to board mailbox.

Elevators repairs - B3 starter motor repair (\$3290 - reserve item) - B2 screen door (\$2774 - operating item)

CH closed 3/18 - hot tub drained + disinfected, all pool + CH furniture disinfected/ Club House closed until further notice due to COVID-19.

Roof chef hat vent fans on spring/summer repairs list.

B2 + B3 Water Tank Leaks - There are additional repairs needed to fixtures that are corroded to the tune of \$3687 quoted. These repairs will be done in the warmer weather.

Exercise Equipment repairs - repair vendor found. Equipment evaluated by vendor. Waiting for quote on repairs.

B2 Garage - there are 2 leaks found in the T drain pipes in the garage ceiling near garage spots 35 and 87/33. Repairs waiting for GDPH to schedule. Will have to be done after hours as building water needs to be completely shut down.

OLD BUSINESS:

B1 building carpet installation complete 4/13/2020.

Bylaw 2 changes proposed voted in/passed by owners; 2 months condo fee reserve contribution by new owners votes in/passed by owners. Sent to legal to file with state.

Chris ended up calling the state for paperwork to renew Association's 2014 Nonprofit Certificate for Nonprofit Corporation. Chris learned paperwork does not expire until Dec 2020. State emailed board paperwork to refile.

NEW BUSINESS:

Multiple people reported cars/trucks driving behind B2 on lawn. Landscape company asked to return barriers preventing people from driving behind the building.

On-hold until Spring:

- Concord Fire Dept requirement: new alarm monitoring system (spring)
- Fix fence by Mayflower (spring)
- Hampshire Fire quote to check all hallway smoke alarms - \$2440 (spring)
- Crack-X quote, B2 garage, \$11,395 (spring)

EXECUTIVE SESSION:

DATE FOR NEXT BOARD MEETING: May 19 @10AM

ADJOURNMENT: N/A