

**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
TUESDAY APRIL 17, 2012**

Present: Bob Boley - President
 Carol Cushing - Secretary
 Chris Connor - Treasurer
 Marian Gynan - Director
 Helen Skaleris - Director
 Elaine Devlin - Great North Property Management

1. The meeting was called to order at 6:12 PM

2. MINUTES:

A motion was made by Marian Gynan, seconded by Chris Connor, to approve the minutes of the March 20, 2012 Board of Directors meeting.

All in favor, the motion passed.

3. FINANCIALS:

The Finance Committee had a few concerns with regards to the February financials with regards to landscape payment, a sprinkler invoice the maintenance and clubhouse line items and their respective charges. Elaine answered each of the questions to the Board's satisfaction.

4. OLD BUSINESS:

Carpet Bids – The Board reviewed the quote for Zerba Carpet & Flooring... will hold off on a decision as to whether replacing the carpet is necessary until after the spring walk-thru.

Poolside Deck/Floor – Elaine will follow up with LR Pool to see how the pool deck is cleaned. As a side note: Marian will be taking care of the pool while Dennis is on vacation.

Unit #40 – Bob stated he had spoken with the tenants who have wish to renew the lease on a month-to-month basis until the Bank determines what will be done with the unit. Relative to the A/C unit being replaced... the Board agreed to hold off until June.

Window Trim Color – The Board agreed that almond/tan is the preferred color however white is also acceptable. Elaine will include this information in the April newsletter.

5. NEW BUSINESS:

Lamp Post Lights – The Board asked that the lamp post lights be checked as they are not bright enough at night. Dennis will contact the electrician.

Violations/Emails – In an effort to reduce emails to Great North, Elaine will no longer be copied on electronic Board discussions relative to violation letters/fines/key fob deactivations, etc. Chris Connor will act as the point person and track all violation letters, fines and fob deactivations, and will forward the Board's instructions to Elaine once a decision has been made.

Tracking Fine Letters – Letters including fines will be emailed to Brandie (Chris copied). Letters will state that Owners will be given 45 days to pay the fine or their key fob will be deactivated. Once in process, Chris will notify Elaine who has not paid. The violation letter & fine procedures will also be included in the April newsletter.

Pool Signage – Marian Gynan will present a few additional and modified rules to the Board for approval. Following approval, the plan is to have a large sign at each end of the pool. The existing pool sign should be modified to include the current and new rules.

Bldg. #3 Entrance – Helen Skaleris volunteered to pay for a white picket fence to install around the mulch bed at the entrance to Bldg. #3. The Board approved her request.

Landscaping – Carol Cushing looked into having large boulders placed along the sides of the access road in front of bldg. #3. She told the Board 2 pallets should be sufficient. The Board agreed that the boulders would be the best way to prevent people from driving their vehicles on the grass. This topic is tabled until after the walk-thru.

Community Yard Sale – The 3rd annual yard sale is once again being organized by Usha Bailey & Ginger Morse who have scheduled the date for May 19th from 8:00 AM – 2:00 PM. Elaine will contact Usha and/or Ginger for a rain date, and will include the information in the April newsletter.