

**OAK BRIDGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES
FRIDAY, OCTOBER 18, 2012**

Present: Marian Gynan - President
 Chris Connor - Treasurer
 Helen Skaleris - Director
 Susan Mulhearn - Director
 Elaine Devlin - Great North Property Management

1. The meeting was called to order at 6:40 PM
2. **MAINTENANCE REPORT** – Dennis commented on the following:
 - a) Intercom in building #4, repaired by RT electric.
 - b) Repaired light at Irvine (building #4); also pole in front of CH.
 - c) Hot tub – Abundant Life – Paul will call Dennis to come out to look, checking on warranty.
 - d) Handyman - #5 - #25 - #71 – Building #2 = wood rot repairs.

3. MINUTES:

A motion was made by Marian Gynan, seconded by Chris Connor, to approve the minutes of the September 21, 2012 Board of Directors meeting.

The motion passed, all in favor.

4. FINANCIALS:

The Finance Committee had no concerns with the September financials with the exception that the write-offs for 2 units were not yet reflected on the Delinquent Report.

BOD wants Joyce Dumais to eliminate any \$5.00 balances and refund any \$50 credit balances.

RT Electric – Ask for breakdown for \$454.08 (odor in club house). Elaine will email to Barbara.

Unit #40 Taxes – Elaine Called city regarding the past due property taxes... will pay now that it has been established that the Association owns the unit.

5. OLD BUSINESS:

Bestway - Elaine stated that the new dumpsters cannot be ordered without a 50% deposit. A motion was made by Helen Skaleris, seconded by Marian Gynan to pay the deposit in the amount of \$2,650, which is to be paid from the reserve account.

The motion passed, all in favor.

NH Blacktop – The Board asked Elaine to contact NH Blacktop to see if they will hold their price for crack sealing and striping until the spring. They also want bids to reseal the entire parking lot.

6. NEW BUSINESS:

Tasker Landscaping – A motion was made by Helen Skaleris, seconded by Marian Gynan to approve the landscaping and snow removal quotes as presented by Gary.

The motion passed, all in favor.

Elaine will ask Gary if he will lock in his price for 3 years. She will also ask him to trim back the shrubs on the bldg. #2 walkway (right hand side) & front door to building 4 (blocking driveway)

Annual Meeting - Elaine will see if she can reserve the GN projector for the Annual meeting. She will also email a meeting script and power point presentation to the Board.

7. SET DATE FOR NEXT BOARD OF DIRECTORS MEETING:

The next Board meeting will be the Annual Meeting to be held on Thursday, November 29, 2012 at the Church of Christ at 7:00 PM

8. ADJOURNMENT: The meeting adjourned at 10:16 PM