

**OAK BRIDGE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTOR'S MEETING AGENDA  
Sep 15, 2020 10AM  
Oak Bridge Clubhouse**



**ATTENDANCE:** Helen Skaleris – President  
Penny Mills – Vice President  
Chris Connor – Clerk/Treasurer  
Ewa Martel – Director - Absent  
Dale Gehrlein – Director - Absent  
Shelley Gullett – Bishop REM

**BOARD MEETING CALLED TO ORDER:** The meeting was called to order at 10:15am.

**APPROVE AUGUST BOARD MEETING MINUTES:** A motion was made by Penny and seconded by Chris to approve the minutes from the August Board Meeting

**APPROVE FINANCIALS EOM AUGUST:**

Operating ==> \$166,467.96 + \$500 = \$166,967.96 (TD Bank)

Reserves ==> \$109,173.07 + \$35,798.68 + \$50,000 = \$194,071.75

TD Bank + Rockland + Bank of NE

Delinquencies ==> \$2,343.37, delinquencies with the attorney ==> \$16,049.01

- 2021 budget was approved by board on 9/1/2020, was sent to all owners with Annual Meeting package mailed on 9/14/2020. Chris will send email blast to all owners where to find a copy of Annual Meeting package on the website.

- 2018 Audit update – Shelley to email and call auditing company and cc the board on this email. Shelley to contact Carrie at Cronin, Bisson & Zalinsky to see if they can recommend a new CPA for next year's audit review.

A motion was made by Chris and seconded by Helen to accept the financial report.

**MAINTENANCE UPDATES:**

- yearly fire extinguishers inspection has been completed - \$729 in repairs

- B3 Irvine side downed tree limb - who owns tree? Update: Chris through Helen did a quick site survey with the city and we feel the tree is on OB property. Shelley to re-confirm with Kevin Clough.

- tenants must park in their unit assigned space, not visitor, if there is a new vehicle waiting for a sticker. Guests cannot park in unit assigned spot. Any vehicle parked in numbered or "P"ermit spot must have an OakB parking sticker. This is for informational purposes.

**OLD BUSINESS:**

- State Non-Profit Business Certificate of Revival application has not been received yet. Shelley to try to call the state for status.

- Rules and Regulations updated to include Fireworks item as well as when condo fees are due. Complete Rules & Regs will be emailed out to all owners.

**NEW BUSINESS:**

- If there is rot around windows and sliders when replacing them, it needs to be fixed by owner. This is not an Association issue.

- Dryer Vent Wizard cleaning main tiers in B1 on 11/2 – Chris to send out an email blast when close to cleaning date.

- Board duties at Oct Annual Meeting:

- Chris will be in charge of setting up projector and presentation
- Penny will take people's temperature – no one with a temperature higher than 99.9 will be allowed admittance
- Tables for Check in will be broken up by building and will be assigned as follows: – Eva Building 1, Shelley, Building 2, Helen, Building 3 and Dale, building 4. It will be requested that anyone owning condo fees will have two choices, pay outstanding fees and vote or attend meeting and not vote.

- Dale had asked at a previous board meeting to begin the process of making OakB a non-smoking community where smoking could only occur inside a unit and not on decks or common areas. The board suggested she be given the opportunity to address the owners/attendees at the annual meeting for their opinions regarding making OakB a non-smoking community.

**EXECUTIVE SESSION:**

**DATE FOR NEXT BOARD MEETING:**

- Oct. Annual Meeting 10/22 @6PM

**ADJOURNMENT:** The meeting adjourned at 11:30am