

MEETING MINUTES

ASSOCIATION: GRACEWOOD GLEN CONDOMINIUM
ASSOCIATION

WRITTEN BY:
Clarissa Garito, Assistant Property Manager

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DATE/TIME: December 11, 2018, 7:30 PM

PLACE OF MEETING: 32 Maria Ct

PURPOSE OF MEETING: Open Meeting

cc: Recap File Board Members
RMG Board Correspondence
Accounting (2)

PRESENT: Board Members: Al Aloisi, **President;** David Williamson, **Vice President;** Pam Tanis, **Treasurer;** Diana Scognamillo, **Secretary;** Betty Lee, **Trustee;** Kristie Bendick, **Property Manager, Regency Management Group, Managing Agent** Clarissa Garito **Assistant Property Manager.**

ACTION BY

DESCRIPTION OF DISCUSSION

N/A

Al Aloisi called the meeting to order at 7:35PM

MGT

Management presented the Board with last meeting minutes for review and approval. The Board pointed out two corrections that needed to be done. Management will make corrections. David made a motion to approve the minutes with the changes, Pam seconded, all in favor, motion carried.

N/A

Management presented the 2019 Draft Budget to the Board for review and approval. Dave explained to the Homeowners about the Reserve Study and that they are not raising it enough to fund the Reserve Account what the Engineer recommended. He explained that we are hoping to get a guarantee on the roofs from the Contractor who replaced them all the last time they were done. If not, when the roofs need to be done again, they will have to special assess. After discussion between the Board Members they agreed to the raise in Maintenance fees from \$245 to \$315. Dave made a motion to approve the 2019 Draft Budget, Betty seconded, all in favor, motion carried.

- N/A Management presented Board with the Deferred Maintenance Schedule. After a brief discussion, Dave made a motion to approve the Deferred Maintenance Schedule, Al seconded, all in favor, motion carried.
- N/A Management presented Board with the proposal for 18 Maria Ct to ratify in front of Homeowners. Betty motioned to approve, Pam seconded, all in favor, motion carried.
- MGT Management informed Board that Roof Diagnostics is currently out of business, they did not renew their license in 2015 from 2005. A homeowner suggested going to the township to check on the permit to see who signed off on it. Management will call township and try to get the inspections and permits. Management advised Board and Homeowners that they are going to extend the lives of the roofs by doing repairs as needed. Pam requested that in the future they would like 2-3 bids on bigger projects. Management agreed.
- N/A Management presented the Board with the 2017 Draft Audit for approval. David made a motion to approve the 2017 Draft Audit, Diana seconded, all in favor, motion carried.
- MGT Board advised Management that communication and follow up are key and would like more of it from Manager. The Board requested that Management secure dates for 2019 meetings at the Senior Center in advance. Management agreed to do so.
- MGT Homeowner had a question about replacing the Chimney Caps, they are rusted. The Board agreed that this was something that needed to be addressed now rather than later. Management advised Board they will revisit and fix the worst ones first.
- MGT Board asked Management to find out what type of account the Reserve Account is, whether it's a checking account, savings or money market. Management will find out.
- MGT Betty advised Board that in another community she receives Newsletters quarterly, would like this to be done at Gracewood Glen, after passing around the Sample Newsletter and discussion Al motioned for Quarterly Newsletters, David seconded, all in favor, motion carried.
- MGT Homeowner at 27 Maria Ct informed Management and Board that they have water coming into basement from Foundation. Diana advised that it could possibly be from the downspouts being filled with leaves, maybe needing to be redirected. Possibly a drainage issue. Homeowner at 27 Maria Ct advised that foundation is cracking and may be

from tree roots. Management to reach out to ABS to get reports regarding 18, 27 and 30 Maria Ct.

MGT

Homeowner at 38 Maria Ct asked when the holes are going to be covered in front of unit. Management advised they informed Water Company about it and will follow up with this.

N/A

Homeowner questioned what will they be getting for the raise? Management advised that the driveways, power washing, decks and staining would be done. Management advised that the worst decks will be done first. Contractor will come out to evaluate the decks.

N/A

Homeowner asked when will work on the decks happen? Management advised Homeowner that they will start the decks in the Spring of 2019 and will do all decks within the next 3 years, with the worst ones being done first.

N/A

With nothing further to be discussed, meeting was adjourned at 8:35PM.