

Greate Bay Condo Association

Board Meeting Minutes

5 pm @ Greate Bay Golf Club

Attendees- President Bob Viola, Treasurer Guy Lanni, Board Member Tom Dill, Secretary Bob Marshall, Property Manager Bill Burns

1 Property Manager Report (Bill Burns)

- Ehrlich- 2yr termite inspection proposal from Ehrlich. Bill will request multi-year proposal.
- Apex Gutters-plan to put gutters on units 80, 78 and 82 to improve drainage
- Violation letters-minor violation letters not yet sent out, but will be sent Friday 11/9. Owners advised to fix violations no later than May 1 (38 letters).
- Bids-Board discussed threshold of \$5,000 for obtaining 3 bids. 1) Board gave delegated authority to Bill Burns to use his judgement on items that are \$4500 or less. 2) Whenever possible, prudent and not time sensitive Bill to get three bids. 3) All bids must be sent to Bill Burns.
- Agenda-Board ok with agenda and agenda format, Bob V. ok with agenda additions only
- Projects-Bill Burns reviewed board handout and Board discussed tree limbs overhanging buildings and request for risk assessment to be made by tree experts.

2 Reserve Report -Treasurer Lanni reviewed report handout and concerns regarding depletion of reserve account. Board agreed that funds from \$17k from chimney repair budget (total \$34k) should be used for projects and not reserve. Board discussed chimney repair and importance of project completions.

3 Housekeeping-Bob Viola stated that, pursuant to prior board approval, Bob Marshall would be appointed to unexpired 3 year term and Tom Dill to unexpired 2 year term on Association Board of Directors. Jeanne Crevina is to be appointed to Landscaping Committee. Bob Viola plans to appeal to owners for volunteers on ADR Committee.

4 Recording Device-Bob Marshall is to research and recommend purchase of recording device for meetings.

Meeting adjourned 5:55 PM

Submitted by Bob Marshall