

Starfish III, IV, V Condominium

Board Meeting Minutes

Saturday, November 11, 2017

1. Dick Gilbert called the meeting to order at 10:05 a.m. with the following Board Members and Owners Present: Ernie Wright, Ann Calandra, Tom McDaniel, Nina Poss, Garrett German, Dick Gilbert, Manny Gomes (By Phone), Janet Gomes (By Phone), and John Jensen (ManaJit Property Manage).
2. An overview of 2017 was given to be Board.
3. Mr. Gilbert discussed a few communication, process, and procedural issues with that were occurring with the management company. Those issues have since been resolved with John Jenson of the Property Management community. Some of the issues resolved:
 - a. Mana-Jit is to contact the President or Designee on all spending or repairs whenever possible .
 - b. Starfish IV had a tub leaking issue and it is believed to have been resolved.
 - c. Starfish III had a leaking Window problem.
4. Janet Gomes presented the Treasurers Report and John Jensen presented the 2018 Budget for the Board to approve. As previously planned by the Board, the Condo dues will be increased by \$10.00 beginning in January 2018
5. Discussion and presentation on repairing and replacement of building roofs: Tom McDaniels has been in discussions with SAM S. SMUCKER & SONS INC., a roofing contractor from Lancaster PA. Subsequently, the company submitted a contract for roof replacement for the Board's consideration. The proposal has the potential to save the association costs for roof replacement. As background, the company has completed work at the University where Tom works. The proposal to completely replace all 3 roofs with a 20 year warranty would cost approximately \$130,000.00. References for the roofing company were investigated and came back positive. The Board is considering scheduling the roof replacement for Fall, 2018. Fall was chosen to avoid roof construction during the summer months, and to allow for enough funds to be collected through the roof assessment to cover the entire expense. As soon as possible, the roofing company will complete a walk through and complete maintenance so that the roofs will be serviceable through the Fall. The roofing assessment will continue until sufficient funds have been collected to cover the expense of the roof repair/replacement and any associated cost. Once sufficient funds have been collected, the roof assessment will stop completely. The Board may determine an adjustment to the condo fee and/or a new assessment may be warranted based on the needs and associated expense, but that is a separate matter to be determined and will need to be agreed upon by the Board . We have about \$5,000.00/monthly coming in for the roof assessment. The references check out on the roofing company.
6. Tito addressed the Board thanking everyone in the Association for donations to his family in Puerto Rico.

7. By-Laws: The newly written and updated By-Laws are almost complete. This has been a long process, and are now in the final review stages. ManaJit will give the attorney until 12/31/17 to complete the review and to return the by-laws to the Board for further action. Consideration will be given to hiring a new attorney for future needs based on unsatisfactory service provided by the current attorney.

8. In accordance with the existing By-Laws, all current Board members seats will be open for filling at the Annual Meeting. The tentative date for the 2018 Annual Meeting is May 5, 2018 at 1pm. Notice will be send out as soon as this time and date are finalized with the Northside Park.

9. The 2 work weekends: April 21 and May 12. The rain date is April 28th and May 19. Garrett German and Dick Gilbert will line up the work for the work weekends.

10. Web page Update: Billy Burns gave Garrett German the dimensions and type of the replacement windows used in our buildings. This information will be posted on the website. There were no other suggestions for the Web Page.

11. President Gilbert will draft a letter on the state of the Condo Association, and include the parking passes, condo fee coupons, etc.