

Meadowlands Condo Association

Keene, New Hampshire

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August 30, 2026

Minutes of the Meeting of the Board of Directors

A special meeting of the Board of Directors of the Meadowlands Condo Association was held on August 30, 2026, at the Meadowview Knolls Clubhouse.

The following Board members were present: Norma Couture, Ray Harvey, Ralph Mancinelli, and Ronald Saunders. Annette Sturtz. A quorum being present, the meeting was called to order at 2:57 pm by the President.

Executive Summary

The Board focused on financial updates, capital expenditures, and Rules We Live By changes (parking). The Board approved a motion to finish the roof on Building 38 if the quote is within \$20,000. The members also reviewed and modified several *Rules We Live By* changes to parking rules as presented by the Parking Sub-Committee. These changes included vehicle types, overflow parking usage, and temporary loading/unloading of trailers or mobile homes. The Board also reviewed the background of a recent incident of a tenant and guest's disruptive behavior, including appropriate follow-up actions.

Treasurer's Report

The Treasurer reported:

- Association bank balance: \$64,140.81
- Certificate of Deposit balance: \$32,340.25
- YTD operating income: \$136,404.97
- YTD expenditure: \$99,057.97
- YTD loan payments: \$9,766
- Loan balance: \$37,361.78

The Association CD came due and was renewed at 3.75%.

The master insurance has been paid in full for 2026.

The Board discussed having a line of credit available as a financial cushion to handle future projects or emergencies without immediate interest costs.

The Treasurer's Report was received and accepted.

Landscaping

Tree treatments by the arborist will continue in late September for \$1600. Options for lawn care were reviewed, including overseeding and applying weed killer in the fall to reduce spring weed growth. Quotes are being gathered.

Future maintenance tasks include trimming bushes, replacing wooden winter stakes with fiberglass, and managing garden refuse piles.

Roofing

Final cleanup is being done on the Building 36 and Unit 38A/D project. The individual skylight cost for owners came in \$500 less than the roofer's estimate.

The Board discussed the potential cost of finishing the roof on Building 38, with a target price of \$20,000.

The Board now requires a project foreman or supervisor to remain on site during roofing work to prevent errors such as improper stack removal or skylight errors.

A MOTION was made and seconded to finish the Building 38 roof in its entirety, provided the quote is at or below \$20,000. The motion was unanimously approved.

Administration

Unit owner sunroom construction: The Board reviewed a proposal and drawings for the renovation and construction of a new sunroom. The project includes relocating the current decking, removing a slider, and adding windows. Concerns were raised regarding the need for safety railings due to height differences between the indoor and sunroom flooring. Concerns were also raised about the structure of the deck and placement on a new base.

The Board approved the sunroom drawings but requested more clarification on how the decking will be constructed before final approval.

Parking rules and regulations: The Board reviewed changes to the “Rules We Live By” as proposed by the Parking Review Sub-Committee. Further changes will be submitted and reviewed at the next board meeting.

Disruptive behavior: The Board reviewed the details of evening disruptive behavior by a tenant and guests, which required intervention by a board member. The unit owner will be contacted via email and the Board will take appropriate action as necessary.

Cutting Pine Trees: The owner of Unit 26A requested trimming of pine trees adjacent to his area. Considering that brush clearance and trimming are done every other year, this is not a budget item at this time.

Adjournment

There being no further business, the meeting was adjourned at 4:43 PM.

Respectfully submitted,

Ronald T. Saunders

Board of Directors, Member and Clerk

September 6, 2026