

**Spyglass Landing Condominium Association Inc.
Board of Directors Meeting
Arbor Management Company Inc.
One Snow Road Second Floor Marshfield, MA 02050
Wednesday August 19. 2017**

Call to Order 3:00 pm

Board Present Kevin Dalton, Marcia Walsh, Warren Hermance, Jack Prendergast

Management Jamie Roberts Arbor Management Vice President,
Amy Motyka Arbor Management CFO

Quorum Present

The meeting began with homeowner Mr. Jerry Covey presenting a report on a walk-around of the grounds to find a good placement for a US flag on the front of each unit. It was felt that above the unit number at approximately 26 inches would be a good placement position and that placement would create uniformity in the complex. The board voted unanimously to approve the position and that it was a decision by each unit owner as to whether or not they wanted any such flag placement. Costs per installation of the flag holder is estimated between \$30-40. Cost of the flag to be done by unit owner.

Minutes of July board meeting approved unanimously

Tree trimming to be done after a review of the landscaping contract. Any such trimming will be done in the fall.

It was again stated that rear lawns and gardens are the homeowners responsibility. A unit on Schooner way that recently had a new garden in the rear of the property was approved by the board unanimously due to drainage issues.

A representative from Nichols Landscaping will be asked to speak at the annual meeting about their plans and thoughts on the care of the complex

Volunteers will be requested to help out at the annual meeting in September

The monthly financial review took place by the board. The landscaping invoices and weekly maintenance work was reviewed at this time. A credit for services rendered will be given by Nichols landscaping

A discussion on the irrigation system and findings by dig safe were covered. It is anticipated that present irrigation issues will be repaired shortly.

The walk-around list per carpentry needs was discussed. A letter will be sent out by Arbor to homeowners who need work done that is the homeowners responsibility. Presently Arbor is awaiting quotes on several roofing leak projects. It is hoped that all carpentry work that is the responsibility of the association will be done by the annual homeowners meeting in September.

Presently Arbor is awaiting a second quote on drainage issues per homeowners basement leakage. A report on the testing of the I beam growth will be sent to the homeowner.

Board voted unanimously to renew the insurance coverage for the condominium association.

The board will meet August 23, 2017 at 3:00 pm at Arbor Management to review the annual meeting packet

A request will be made to Weston & Sampson to have available per board monthly meetings a report on the Waste Water Treatment Facility work done.

Next board meeting September 20, 2017 at Arbor management at 3:00 pm

Meeting Adjourned at 5:00 pm

Respectfully submitted Warren Hermance Vice President/Clerk