

**Spyglass Landing Condominium Association Inc.  
Board of Directors Meeting  
Arbor Management Company Inc.  
One Snow Road Marshfield MA, 02050  
December 14, 2017**

**Call to order**      3:10 pm

**Board Present**    Jack Prendergast, Warren Hermance, Bob Lyons

**Management**     Jamie Roberts Vice President Arbor Management  
Amy Motyka Arbor Management CFO, Jim Afanasiw  
President Arbor Management

**Quorum Present**

Discussion on cash disbursements needed to meet year end expenditures. The board was informed that J. J. Roofmasters did reimburse Spyglass Landing Condominium Association monies previously paid for roof repair that was not done to satisfaction.

The board approved the capital expenses to partially replace a homeowners roof and that monies to be allocated from the reserve fund

The final water bills are not in to date as are year ending pumping expenses to the WWTP

Final landscaping clean up to be completed shortly

A contract has been signed with Tim Davies to provide a required review of Spyglass Landing finances for the past two years.

Arbor management reported no new work order requests during the past few weeks

The Spyglass Landing website has recently been updated and put back in operation with financial reports and board minutes for August thru November to be updated onto the website

The board along with the finance committee plan to develop a more accurate spread of expenses that reflect the actual month that large expenses are due. This will give a more realistic picture of where we stand financially month to month

No January board meeting has been scheduled

November minutes and financial reports were reviewed and approved by the board

It was reported that a block heater at the WWTP was in need of repair

Taylor Lumber was paid \$5000 for snow removal in November per contract and that \$10000 will be needed to be paid in December per contract

Next scheduled board meeting will be February 21, 2018 at 3:00 at Arbor Management offices in Marshfield

Meeting adjourned at 4:10 pm

Respectfully submitted Warren Hermance Vice President/Clerk