

# 64 GOTHIC STREET CONDOMINIUM ASSOCIATION UNIT OWNER'S ANNUAL MEETING MINUTES

**DRAFT**

Time and Place: November 8, 2023, 5:30 p.m.  
Via Zoom

Trustees Present: Dan Fierst, President/Chairman of the Board  
Don Hafner, Secretary  
Vincent Mariano, Treasurer

Also, Present: Donna Golec, Owner of Kendrick Property Management (KPM)  
Bob Sears, GM Field Maintenance  
Edward Etheredge  
Fred Fierst  
Mark Luiggi  
Gay Ellis

The annual Unit Owner's meeting was called to review the state of affairs of the condominium association, and to provide an opportunity for Unit Owners to raise any issues that relate to the ongoing maintenance of the building and grounds.

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The following meeting minutes were prepared by Donna Golec and Don Hafner. Any exceptions and/or omissions should be noted by the pertinent party and should be submitted for clarification at the next Unit Owner's Annual Meeting.

1.0 The meeting was called to order at approximately 6:14 p.m. following Trustee meeting. A quorum of 84% was established.

2.0 Approval of Minutes:

The Unit Owner's minutes convened on November 9, 2022, were reviewed, and approved.

**Voted:** Motion to Accept-V. Mariano, 2<sup>nd</sup>-G. Ellis, unanimously approved by Owners.

3.0 Property Manager's Report:

No new attendees. A summary of the Trustee meeting was not required.

- Trustees approved a 5.5% increase to monthly condo fees as of 1/1/24 to support the operational Budget & funding of the Reserve. Discussion regarding the insurance market & potential for snowfall. The Board to review in April to determine if this increase is adequate based on snow removal costs and insurance renewal. Adjustments may be needed to additional spending in 2024.
- Maintenance – Maintenance review (see Trustee Minutes)
  - 1.1 Plans for 2024 –
    - 1.1.1 Discuss with Arborist options for improving entrance area, driveway bump & tree trimming.
    - 1.1.2 The fence along the north end of the property was paid for by the Association but owned by the abutting neighbor. Association performs periodic maintenance.
  - 1.2 Annual window cleanings – For 2024, obtain pricing for a full cleaning & only the exterior (to save on costs if needed).

4.0 Trustee Report – see above.

5.0 Old Business:

5.1 CD – Discussion regarding investigating CD options to earn a higher interest rate. Authorized signers to investigate Greenfield\Northampton Coop options. Question regarding if current bank accounts can be linked to Brokerage accounts for higher interest rate options.

5.2 Fences –

5.2.1 Entrance – Per the plans, certain trees belong to the city & a couple to the Association.

5.2.2 North end – Owned by neighbors but Association completes periodic maintenance.

5.3 Electric car – On Hold

6.0 New Business:

7.0 Officers of the Board of Trustees:

Motion was made to select the following slate of Trustees for a 1-year term.

**Voted:** The following slate of Trustees were nominated by F. Fierst, 2<sup>nd</sup>-V. Mariano and unanimously approved by Owners.

Commercial Trustees

Kenneth Neiman

Vincent J. Mariano, Treasurer

Residential Trustees

Dan Fierst

Mark Luiggi

Gay Ellis

At Large Trustee

Don Hafner, Secretary

The next Annual Owner's meeting has been scheduled for November 11, 2024. This meeting will be included with the Trustee meeting to flow together starts at 5:15 p.m.

The meeting was adjourned around 6:38 p.m.