

SPAULDING CONDOMINIUM ASSOCIATION UNIT OWNER'S ANNUAL MEETING MINUTES

Time and Place: November 4, 2020 6:00 p.m.
Via Zoom

Trustees Present: Rodrigo Zamith
Saida Safie
Jennifer Bednarcyk

Unit Owners Present: Judy Fiola
Susan Leary
Michelle Thomas
Brett Bednarcyk

Also Present: Donna Golec, Owner of Kendrick Property Management (KPM)

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.

The following meeting minutes were prepared by Donna Golec. 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 6:03 p.m.
- 2.0 Introductions
- 3.0 Quorum 100% (required > 51%)
- 4.0 Approval of Minutes: Reviewed the Unit Owner's minutes convened on November 6, 2019. **Voted**: Motion to accept the Minutes by R. Zamith, 2nd S. Safie, unanimously accepted.
- 5.0 Property Manager's Financial Report:
D. Golec provided the following overviews –
 - Financial overview for the year to date 2020
 - Review & discussion for the 2021 Budget. Discussed annual operating expenses vs items that are considered capital improvements which are funded by the Reserve.
 - Landscaping: Discussion initiate to expand the landscape services as owners may not have the equipment or knowledge for trimming shrubs. Tabled to Spring walk around to assess the property.
 - Projects completed in 2020 –
 - Replaced metal part at the top of all 8 Chimneys.
 - Discussion regarding how Mass Save installed Bath fans that loop vs direct vent out the side.
 - 2021 Budget – reviewed & discussion.
Voted: Motion to accept 2021 Budget with no monthly increase to monthly condo fees.

Manager's Maintenance report:

- Owners made the following repairs that were accepted by the remaining owners.
 - Mailboxes – Someone backed into the structure. R. Zamith placed a large rock to brace.
 - Dumpster hinge – B. Bednarcyk adjusted & changed the lineup.
- Staining of the top railings on new decks. This needs to be completed as soon as possible. Four owners want to hire KPM & two owners to complete themselves.

6.0 Officers of the Board of Trustees: For the 2020-2021 year, the following owners were voted in and approved unanimously.

- Saida Safie
- Jennifer Bednarcyk
- Susan Leary

7.0 Old Business:

6.0 New Business:

- Discussions regarding 2021 & Long-range projects –
 - Siding repairs – Evaluation & estimated cost in 2021 even though the job may not go until 2022. Owners were appreciative of Chet Mitchell's work & would like a ballpark quote for both buildings. Any new recommendations for siding materials that is not loved by woodpeckers & bees?
 - Staining projected for 2023. Estimated \$30K Special Assessment.
 - Association may want to expand Landscaping for extra care of shrubs by a professional landscaper on a regular basis. They will table to Spring & evaluate.

The next Annual Owner's meeting is scheduled for Wednesday, November 3, 2021 at 6:00 p.m.
The meeting was adjourned at 7:19 p.m.