

COACHLIGHT CONDOMINIUM ASSOCIATION UNIT OWNER'S ANNUAL MEETING MINUTES

Time and Place: October 16, 2019, 6:00 p.m.
Coachlight meeting room

Trustees Present: Derrick Feuerstein, President
 Johanna Halbeisen
 Sanjiv Reejhsinghani
 Marie Ethier-Arnold

Trustees Absent: Natalia Elchishcheva

Unit Owners Present: Rebecca Ikehara, Susan Enz, Virles Sanchez & Wayne Eastman

Also, Present: Donna Golec, Owner of Kendrick Property Management (KPM)
 Bob Sears, GM, Field Maintenance

This meeting was called to discuss and review the yearly activity, evaluate progress on maintenance issues and treasurer's report. The following meeting minutes were prepared by Donna Golec.

- The meeting was called to order at 6:05 p.m.
- Quorum 59.8845% (required > 51%)
- Introductions
- Approval of October 2018 Minutes.
Voted: Approved by Trustees & Owners in attendance
- Property Managers report, Donna Golec, Kendrick Property Mgt, provided the following review of the Financials...
 1. Year to date Financials for 2019 were handed out & reviewed.
 - Revenue –
 - As of 9/30/19, only 1 owner in arrears.
 - Revenue is on target for year-end.
 - Expenses – discussed various line items on the 12-month detail & summary Income Statement.
 - Overall, expenses for 2019 are expected to come in at Budget except for the Water & Sewer (Run-off tax & rates).
 - 2020 Budget discussion & 3% increase to continue maintenance and contributions to the Reserve.
- Property Maintenance report, Bob Sears, Kendrick Property Mgt. – Updated on all the completed, on-going & future maintenance projects.
 - Water leaks continue as fittings and pipes fail with age.
 - Drains are being cleaned every 6 months.
 - Common area Window cleaning will be occurring shortly.

- Quotes for wrapping pillars with a composite material vs painting which is estimated at \$1K\Pillar.
- Budget to include replacement of the original generator that prevents sewer backup during an outage.
- This Fall, 2 dead trees will be removed from the property. In the Spring, replacements will be added.
- Mason will be onsite to cleanup entry way cracks.
- New Business:
 1. Owner shared a list of concerns to share with all owners. This will be added to the Fall Newsletter.
 2. Xfinity service for internet & cable is a concern. Wiring cannot be installed on the exterior of the building. An upgrade for the property will require everyone's cooperation.
 3. Parts no longer available for the Intercom system.
 4. FHA – check status & goal is to be approved.
- Voting for 3 Trustee positions – 2-year terms:
 - Re-election – Johanna Halbeisen
 - Two available positions - Unfilled.

Voted: Motion to maintain existing slate of Trustees. Approved by Trustees & Owners

The meeting was adjourned at 7:13 p.m. Event was followed by a Social.

The next Annual meeting has been scheduled for Wednesday, 10/21/20 and will be held at 6:00 at the Coachlight meeting room, Northampton MA 01062.