

221-227 MAIN STREET CONDOMINIUM TRUST UNIT OWNER'S ANNUAL MEETING MINUTES

DRAFT

Time and Place: February 6, 2023, 10:00 a.m.
Via Zoom

Owners Present: Barbara Ween
Gary & Annette Iglarsh
Steve Wishengrad
Charlie Maguire
Rich Madowitz
Chong Noh

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

The annual Unit Owner's meeting was called to review the state of affairs of the condominium trust, 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 approximately 10:09 a.m.
A quorum of 100% was established.
- 2.0 Approval of Minutes:
The Unit Owner's minutes convened on May 9, 2022, were reviewed, and approved.
Voted: Motion to accept: R. Madowitz, 2nd: C. Maguire and Unanimously approved by Owners.
- 3.0 Property Financial review:
 - 3.1 Review of the YTD 2022 Financial Statement. End of year Income Statement submitted to Tax Accountant for HOA Return. No questions or concerns.
 - 3.2 Review of January 2023 Income Statement – No concerns as the package was just distributed.
- 4.0 Property Maintenance review:
 - 4.1 Front repointing project – Completed in 2022 with the exception of the window trims on the 3rd floor.
 - 4.1.1 Question regarding window cleaning. This was done on final day of repointing. Third floor window has screens on the outside that could not be cleaned due to style of the window.
 - 4.1.2 Bee Problem continues – request to KPM if the issue can be addressed when lift is onsite for the front windows or with the back egress.
 - 4.2 Back egress project – Owners approved moving forward with
 - 4.2.1 Hiring Scott Keiter, Keiter Builders, for a written proposal recommending the scope of the job to bring their back egress in compliance with code and improve the overall safety of the structure.

- 4.2.1.1 \$5K allowance approved for KPM to move forward hiring Keiter Builders.
- 4.2.2 Discussion regarding the previous attempt to unite all four buildings into this project.
- 4.3 Interior common hallway – Owners on the 2nd. & 3rd floor to collaborate on a upgrade for the stairway & 2nd floor landing.
 - 4.3.1 KPM recommendations for light fixtures – Elegant Lighting (W. Springfield) and flooring - Wagner Flooring (Westfield).
- 4.4 Front “Wooden” Door – Request to KPM for a work order to refinish to preserve. Owners asked to use care when moving items in & out.

5.0 Old Business – none

6.0 New Business

- Discussion regarding current interest rates & whether or not to move funds from Reserve to a higher yield account. B. Ween to investigate options.

7.0 Election of Trustees:

- 1-year terms.
- Running for re-election – Barbara Ween, Commercial Trustee & Gary Iglarsh, Residential Trustee.
- 1 Vacant position – Per all the attending owners, position to continue to be vacant.
Voted: Unanimously approved by Owners.

Save the date – 2024 Annual Owner’s meeting to be scheduled for 02/08/2023 @ 10:00 a.m. via zoom. An additional “Special” meeting may be held once information is available from Keiter Builders.

The meeting was adjourned around 10:50 a.m.