

43 CENTER STREET CONDOMINIUM ASSOCIATION UNIT OWNER'S ANNUAL MEETING MINUTES

Time and Place: December 4, 2020, 11:35 a.m.
Via Zoom

Trustees Present: Marcianna Caplis, President
Andrea Leskes, Treasurer
Michael Malkovich, Secretary
Lyndy Pye

Trustees Absent: Allison Dane, Shelter Director

Unit Owners Present: Kay Saakvitne, Bambi Rattner, Carolyn Hicks, Frank Marotta, Glen Van Peski

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 11:41 a.m.
- Quorum 87.9% (required > 51%)
- Approval of December 2019 Minutes.
Voted: Approved by Trustees & Owners in attendance
- Property Managers report, Donna Golec & Bob Sears, Kendrick Property Mgt, provided the following review of the Property & Financials...
 1. YTD Property Maintenance items –
 - New Water heater
 - Items increased due to Covid –
 - Cleaning
 - Changing filters
 - Items were postponed due to Covid –
 - Window cleaning
 - Interior painting
 2. Year to date Financials for 2020 were handed out & reviewed.
 1. Overall Condo fee payments are current & made in a timely manner.
 2. Operating expenses are projected to come in under Budget even with the unexpected expense of the Water heater.
 3. Projecting to move approximately \$5K from Operating to Reserve account before year end.
 3. 2021 Budget – Discussion and all owners present provided an opinion for the 2021 condo fee. Historically the increase has been all over. Some years no increase then other years as high as 10%. In 2019, the Trustees approved a consistent 4% to keep up with inflation and maintain funds to the Reserve. For 2021, the possibility of not raising the fee due to the economic impact of the

pandemic was discussed. Trustees voted to continue with the 4% annual increase as had been put in place in 2019.

- Old Business: None
- New Business:
 1. Due to the loss of long time Trustee, Claire Bateman, a discussion was held regarding recognizing the services she provided to the Association and how best to share this with the other owners. A significant amount of the work Claire performed was transferred to Bob Sears, KPM Property Manager.
 2. Discussion on revitalizing the “Welcome Booklet”. Two Trustees will research the latest version.
- Voting for 5 Trustee positions – 1-year terms:
 - At Large\faith based - Marcianna Caplis, President
 - Residential - Andrea Leskes, Treasurer
 - Commercial - Michael Malkovich, Secretary
 - At Large\therapist community – Lourdes Mattei
 - At Large\service organizations – Allison Dane

Voted: Motion to accept the above slate of Trustees. Approved by Trustees & Owners

The meeting was adjourned at 12:29 p.m.

The next Annual meeting has been scheduled for Thursday, 12/3/21 and will be held at 3:00 via Zoom.