

CRESCENT STREET CONDOMINIUM ASSOCIATION ANNUAL OWNERS MEETING MINUTES

DRAFT

Time and Place: September 14, 2023, 6:00 p.m.
Via Zoom

Trustees Present: Steven Heydemann
Irena Smoluchowski
Michael Stein

Owners Present: Gail David, Jeff Parker, Anston Bosman, James & Joan Levine.

Also, Present: Donna Golec, Owner & Property Manager for KPM , Gretchen Bechta,
KPM

This meeting was called to review the YTD 2023 Income Statement, 2024 Budget and 2023 major projects. A quorum of 80% was established based on owners present & proxies.

The following meeting minutes were prepared by Gretchen Bechta, Kendrick Property Management .Any exceptions and/or omissions should be noted by the pertinent party and should be submitted for clarification at the next Annual Owner's Meeting.

- 1.0 The meeting was called to order at 6:03 pm.
- 2.0 Approval of Minutes:
The meeting minutes of the Owners Meeting convened on September 7, 2022, were reviewed, and unanimously approved by the Owners.
- 3.0 Property Manager's Report
 - 3.1 Financial review & discussions
 - 3.1.1 2022 Income Statement filed with Tax Accountant for HOA's return.
 - 3.1.2 YTD 2023 Financials – Shared with owners.
 - 3.1.3 2024 Budget approved with a 0% condo fee increase; **Board approved.**
 - 3.1.3.1 Included discussion of contributions to Reserve in 2024. Freeze contribution and revisit in 2024. **Board approved.**
 - 3.2 Property maintenance reports
 - 3.2.1 Indirect water heater installed at building 61 - completed
 - 3.2.2 Insulated basement storage room ceiling & window – completed
 - 3.2.3 Exterior Lighting on back of building 67 - Lower wattage bulbs installed to lessen light coming into bedroom windows - completed
 - 3.2.4 Building 61 front door closure - completed
 - 3.2.5 Roof Drains cleaned 9.8.23
 - 3.2.6 Action Item: Maple tree adjacent to driveway entrance needs addressing.
- 4.0 Old Business:

- 4.1 Allocation of condo fees by unit owners – Discussed and resolved to leave as structured.
- 4.2 Water pressure issue discussion –Harnett Plumbing fixed, Board very satisfied with Kyle’s work on the issue.

5.0 New Business:

- 5.1 Explanation of KPM Property Manager Bob Sears time
- 5.2 Discuss Violation Fine amounts.
 - 5.2.1 **Voted:** Smoking Violations increase to \$50.00/incident. Motion made and seconded. **All approved.**
- 5.3 Discuss Eco Friendly Landscaper
 - 5.3.1 Discussed viability of utilizing landscaper who utilizes electric machinery, reviewed the prospective increased costs. Revisit 2024.
 - 5.3.2 Remaining with current landscape contractor
- 5.4 Rental Policy -discussion for Board,

6.0 Owner Concerns/Suggestions:

- 6.1 Stairs to bottom units, clean up the vines, vines with thorns near unit 67-5 and trim front walkway
- 6.2 Unit Owner suggested applying rent income received to owners could be shared as a contribution to the Reserve.

7.0 Election of Trustees (3 Members, 1-year terms):

- i. Steven Heydemann
- ii. Michael Stein
- iii. Irena Smoluchowski thru 12.31.23
- iv. Sari Miettinen effective 01.01.24

Voted: Slate of Trustees as presented approved by owners for another 1-year term. **All Approved.**

8.0 Adjourn and Next Annual Owners Meeting:

- 8.1 2024 Annual Owner’s meeting – suggested 09/12/2024 6:00 pm via zoom.
- 8.2 Meeting adjourned at 6:54 pm