

43 Center Street Condominium Association  
Annual Meeting  
December 1, 2022, via Zoom  
DRAFT Minutes

Owners/Units in Attendance: M. Malkovich, K. Saakvitne, L. Mattei, B. Rattner, C. Hicks, E. Pye, M. Rizzo, A. Leskes  
Owners/Units in Attendance and by Designated Proxy: M. Schmidt (proxy, Northampton Friends Meeting)  
Owner/Units by Designated Proxy: (2) D. Raczynski, G. Van Peski  
Guest/Members of the Northampton Friends Meeting: J. Holmes, S. Stites-Robertson  
Kendrick Property Management (KPM): Bob Sears, Property Mgr., and Gretchen Bechta

This required annual meeting was called to discuss and review the Condominium Association's yearly activity, evaluate progress on maintenance issues, and hear the Treasurer's report. The following meeting minutes were prepared by Maxine Schmidt.

The meeting was called to order at 3:04pm.

Quorum was 83.15% (required >51%)

- I. Call to order
- II. Approval of 2021 annual meeting minutes  
**Voted:** Approved by Trustees & Owners in attendance
- III. Property Manager's Report
  - a. Financial report (Treasurer)
    - i. Finances for 2022 are reconciled through October; November results were not available prior to the annual meeting.
    - ii. Several lines are significantly overspent due to unexpected needs, events, or cost increases. Other lines are under-spent. Projection is that we will be able to contribute to the reserve account, but not nearly as much as was planned for in the approved 2022 budget.
  - b. 2023 Budget discussion
    - i. The Trustees presented the approved 2023 budget. There was lively discussion and some concern about the 7% increase in condo fees.
    - ii. All owners can request monthly Trustee meeting agendas, minutes of these meetings and YTD financial reports from KPM. Owners are always welcome to attend Trustee meetings.
    - iii. The Treasurer will investigate with KPM the possibility of drafting the yearly budget earlier in the year-in-process to allow for more discussion prior to the Trustee vote; however, such drafts would necessarily be less precise being based on the financial results of fewer months.
  - c. Review of property maintenance & capital improvements
    - i. The old building access card system failed and was too antiquated to be repaired, thus requiring quick installation of a new system
    - ii. The new HVAC company being used results in lower costs for HVAC maintenance.
    - iii. Elevator testing was routine. However a costly, newly required, safety upgrade was unforeseen.
    - iv. Fire alarm testing was completed
  - d. Projects for 2023
    - i. Investigating methods to improve or upgrade HVAC to eliminate leaks, while keeping renovation costs manageable.
    - ii. Exterior painting and repairs
    - iii. KPM will provide a list of tasks that owners can take over from the property manager to help reduce general maintenance costs.
- IV. Old business  
None
- V. Owner concerns
- VI. New business  
None

VII. Voting for 5 Trustee positions - 1-year terms:

- a. Michael Malkovich - Commercial
- b. Andrea Leskes - Residential
- c. Lourdes Mattei - At Large
- d. Evelyn Pye - At Large
- e. Maxine Schmidt – At Large

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

The meeting was adjourned at 4:43pm. The next Annual meeting has been scheduled for Friday, 12/7/23 and will be held at 3:00 via Zoom.