

STONE TERRACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
at THE CLUBHOUSE
April 21, 2021

1. The meeting was called to order at 3:12pm. In attendance for the Board of Directors were Ron Gomes, Paul Martineau, Pam Saidla, Catherine Cavanaugh, and Jack Blouin. In attendance representing Evergreen Management Group was Pauline Martin, Association Manager.
2. Open Session: The meeting was closed to the owners due to Covid-19.
3. The Board ratified the approval of the minutes of the March 17, 2021 Board meeting.
4. Financial Reports: The Board reviewed the March 2021 Financial Report. The Board unanimously approved the financials as presented.

Operating cash on hand \$73,997 and operating reserves on hand including the funds in CD's is \$570,490 as of 4/21/21

5. Administrative Matters:

5.1 Next Meeting: The next Board Meeting will be held on May 19, 2021 at 3pm at the Clubhouse. The meeting will be closed to owners due to Covid-19.

6. Communication Report: No Board action required.

7. New Business/Old Business:

7.1 Garage Power Washing/Carpet Cleaning: The garage power washing has been scheduled for Building 265 for May 13 and Building 245 for May 14, common area carpet cleaning scheduled for May 19 & 20. Management will post notices on garage doors and by the mailboxes.

7.2 Irrigation: The Board ratified their email approval vote to contract with Trimmers Landscaping for all irrigation work.

7.3 Garage Drain Covers: The missing garage cover is in process of being replaced. The Board also requests that the broken bird cage rear of Bldg. 245 be replaced. Management will also enter a work order for the pool side gutter to be cleaned and remove the debris and dispose of.

7.4 Camera Policy: Catherine Cavanaugh discussed establishing a camera policy. After discussion, the Board requested that Catherine work on a draft policy and the Board will review and discuss at the next meeting, and until further research. Cameras are scheduled to be installed May 5th & 6th.

7.5 Landscape Edging: The Board reviewed the proposal from K. Clough's Landscape & Design, LLC to remove composite edging surrounding both buildings and replacing with aluminum edging at a cost of \$9,850.00. This includes adding 3/4" crushed stone where needed. After discussion, the Board decided to do this in sections due to the cost. Two Board members will be meeting with K. Clough's Landscape to determine which sections are most needed.

7.6 Touch Up Painting: The Board ratified their email approval vote for JTE Painting to perform touch up painting in various areas in the amount of \$2,260.00.

7.7 Management will follow up with Power Up Generator as to when they will inspect the two generators.

7.8 Catherine Cavanaugh made a motion to consider adding virtual Board Meetings. This is tabled until the next meeting.

There being no further business, the meeting was adjourned at 4:46pm with the unanimous consent of those present.

Respectfully Submitted,

Pauline Martin, CMCA, AMS
Association Manager