

**STONE TERRACE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
at THE CLUBHOUSE  
October 15, 2025**

1. The meeting was called to order at 2:54pm. In attendance for the Board of Directors were David Duval, Pam Saidla, Jack Blouin, Tom Lopez and Ron Gomes. In attendance representing Evergreen Management Group was Pauline Martin, Association Manager.
2. The Board ratified the Meeting Minutes of the September 17, 2025, Board Meeting.
3. Financial Reports: The Board reviewed the September 2025 Financial Reports. The September financials were unanimously approved by the Board and will be posted to TownSq.

Operating cash on hand \$55,404, Operating reserves on hand \$53,516, and there is \$162,018 invested with Edward Jones. There is a CD maturing on October 31, 2025, Pam Saidla is monitoring the rates.

4. Administrative Matters: The next Board Meeting is scheduled for November 19, 2025, this will be a Closed Board Meeting. There will be no meeting in December. The next Open Board Meeting will be held on January 21, 2026.

**The Board is required to hold only four Open Board Meetings per year, every quarter. The remainder of the Board Meetings will be closed.**

5. New Business/Old Business in following the Meeting Agenda:
  - 5.1 Fire Protection Team has completed the annual fire system inspection on September 18, 2025.
  - 5.2 The fall Common Area carpet cleaning was completed for both buildings including the clubhouse on October 10, 2025.
  - 5.3 The Board ratified their email approval vote for Denron to perform an annual preventative maintenance on the new boiler systems which were installed last year for Buildings 245 and 265. The cost per building was \$2,750 and the inspection was recently completed. The Board wants to assure that the system is running properly for the upcoming winter season.
  - 5.4 The Board discussed the proposal received from Sanford Plumbing, Heating, Cooling to install two high powered assisted flush style toilets with new wax rings and supply lines. There have been several occurrences during the pool season that resulted in service calls to clear the lines due to clogs. The Board unanimously approved the proposal in the amount of \$3,242.75. Dave Duval will reach out to Sanford to schedule the installation.
  - 5.5 Management will send out a notice to the owners as a reminder that when a resident has plumbing work done within their unit which requires the water to be shut off for repairs, the resident is responsible to notify the units above and below in advance of the water shut off to your stack and the approximate time frame the water will be turned off.

There being no further business, the meeting was adjourned at 4:24pm, with the unanimous consent of those present.

Respectfully Submitted,

*Pauline Martin*

Pauline Martin  
Association Manager