

**STONE TERRACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
at THE CLUBHOUSE
January 21, 2026**

1. The meeting was called to order at 3:00am. 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. Open Session: There were approximately 8 owners present.

An owner from Building 265 had concerns of noise issues such as door slamming and loud music. The Board advised that any noise issues should be documented with date and times of any occurrences and details on the noise issue. Extreme loud noises occurring after 10:00pm should be reported to the Manchester Police Department.

The owner of 245-310 stated that many residents are not moving their vehicles for snow removal cleanup. Management will send out a friendly reminder to all residents along with the Snow Removal Policy adopted by the Board of Directors.

An owner from Building 265 had concerns of a dog frequently barking in unit 206. The owner was advised to document dates and time of any occurrences and provide Management with a log of recorded instances.

Open Session ended at 3:29pm.

3. The Board ratified the Meeting Minutes of the November 19, 2025, Board Meeting.
4. Financial Reports: The Board reviewed the November and December 2025 Financial Reports. The November and December financials were unanimously approved by the Board and will be posted to TownSq.

Operating cash on hand \$55,457, Operating reserves on hand \$85,246, and there is \$163,779 invested with Edward Jones.

5. Administrative Matters: The next Board Meeting is scheduled for February 18, 2026, at 3pm, this will be a Closed Board Meeting.

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

6. New Business/Old Business in following the Meeting Agenda:
 - 6.1 A discussion was held on possibly installing key fob systems at both buildings and the clubhouse and eliminate the current building keys for entry. There are many different types of keyless entry systems, and extensive information gathering and research will be done on the various products available. This will be further discussed at the next Board Meeting. There have been many issues with the door locks recently requiring repairs and replacement parts.
 - 6.2 A discussion was held on the number of renters within the Association and if it would be possible to amend the Governing Documents to limit the number of renters. The Board requested Management send out an email survey to the owners requesting feedback as to whether they would be in favor to cap the rentals at a certain percentage.
 - 6.3 Management will update the Rules and Regulations on noise disturbances including violations of unauthorized pets, such as dogs, and increase the fines for these offenses. Once the Board has reviewed and approved the new fine structure, the new Rules and Regulations will be sent to all owners.

The Board also discussed adopting a policy for move ins and move outs, where a \$100 fee would be charged to anyone moving in or moving out. This will be further discussed at the next Board Meeting.

- 6.4 An owner from Building 265 has expressed concerns that the third floor Common Area hallway is not as warm as the first and second floors. The Board stated that all Common Area thermostats were replaced last year. Thermostats for the Common Area hallways are located on the 2nd and 3rd floors. The first floor has heating pipes in the ceiling which will make the Common Area warmer. The attic is not heated therefore the third floor Common Area hallway will always be cooler than then the first or second floor hallways. The heating system was designed in this manner when the buildings were built.

There being no further business, the meeting was adjourned at 4:50pm, with the unanimous consent of those present.

Respectfully Submitted,

Pauline Martin

Pauline Martin
Association Manager