

SHAKER LANDING CONDO ASSOCIATION  
BOARD MEETING 12/19/11

ATTENDEES:

KEVIN ALBERT  
MARY JO MULLIGAN-KEHOE  
PENNY EDWARDS  
ROB DAVIDSON  
SCOTT GILMORE  
RAY STANFORD

CALLED TO ORDER: 7:03 PM

NO SLCA OWNERS PRESENT

I. APPROVAL OF MINUTES

CORRECTION TO 11/22/11 MINUTES

III. OLD BUSINESS (M) BRACKETS AND POLES FOR SWIM DOCK: SHOULD READ -  
JIM SHIBLES STORING UNTIL SPRING COST \$60/SEASON (NOT \$60/MONTH).

SCOTT MADE MOTION TO APPROVE THE 11/22/11 MINUTES WITH THE  
CORRECTION, SECONDED BY ROB, ALL IN FAVOR, NO OPPOSED, SO MOVED.

II. FINANCIALS:

A. MID-MONTH UPDATE (AS OF 12/19/11): REVIEWED CASH DISBURSEMENTS, AND  
COMMITTED PROJECT EXPENSES.

1. CHECKING: \$720.26

2. SHORT TERM RESERVE: \$1,469.20 (BORROWED FUNDS HAVE BEEN RETURNED  
TO ACCOUNT).

3. LONG TERM RESERVE: \$6,148.16

B. EMERGENCY MAINTENANCE FUND: DISCUSSION  
DISCUSSED NEED FOR ESTABLISHING AN EMERGENCY CASH BACK UP.  
OPTIONS:

1. KEEP \$6,000-\$12,000 IN LONG TERM RESERVE.

LONG TERM RESERVE HAS BEEN ESTABLISH FOR SEWER PUMP REPLACEMENT,  
ROOF REPAIR/REPLACEMENT, AND LARGER PROJECTS NOT INCLUDED IN  
ANNUAL BUDGET.

DISCUSSED ESTABLISHING A LONG TERM RESERVE GOAL AMOUNT, THEN USING

EXCESS FOR EMERGENCY CASH BACK UP.

2. BUILD UP SHORT TERM RESERVE. BUDGET WOULD HAVE A LINE ITEM REFLECTING THIS EMERGENCY MAINTENANCE FUND: EMERGENCY MAINTENANCE.

MOTION: MARY JO MADE A MOTION TO START BUILDING THE SHORT TERM RESERVE, CALLED EMERGENCY MAINTENANCE. THIS WILL CONTAIN ANY LEFT OVER CASH, BUDGET AND ACTUAL. SECONDED BY SCOTT, ALL IN FAVOR, NO OPPOSED, SO MOVED.

C. DELINQUENT ACCOUNTS:

LEGAL FEES REMAIN UNPAID, NEXT STEP: LEGAL COUNSEL MEETING WITH JUDGE FOR PETITION OF PAYMENT.

DISCUSSED HISTORY OF LEGAL FEES IN DETAIL.

BOARD REQUESTED MOSELEY CONTACT THE OWNERS AGAIN WITH STATUS UPDATE, HOPING TO COLLECT WITHOUT FURTHER LEGAL FEES.

MOSELEY TO DISCUSS WITH LEGAL COUNSEL CHARGING PENALTIES, AS WELL AS INTEREST, CAN BOTH BE CHARGED.

III. OLD BUSINESS

A. INSULATION LOWER #3 UNITS

1. 37-1: ALL WORK AND INSULATION HAS BEEN COMPLETED

2. 35-3: JIM SHIBLES TO GIVE QUOTE FOR INSULATION.

B. SKYLIGHT ISSUES 33-1: INSPECTED TODAY;

FINDINGS: PINE NEEDLES AND LEAVES ARE GETTING TRAPPED AND CAUSING WATER TO SEEP IN AROUND SKYLIGHT. MAY NEED A DIVERTER OR A BUBBLE TYPE COVERING. MOSELEY TO INVESTIGATE FURTHER, AND KEEP OWNERS/ BOARD INFORMED.

C. CRICKETS UPPER UNITS: COMPLETED AT LESS THAN QUOTE, INSULATION WAS NOT NEEDED, MORE FLASHING ON CHIMNEY WAS REQUIRED, AS WELL AS REPLACEMENT OF CRACKED BOOT (ROOF VENT).

D. BIRCH TREE REMOVAL: ENTRANCE ROAD - DEGRASSE TO REMOVE.

E. SKYLIGHT PROBLEMS 25-2: TIM CARDWELL TO ADDRESS PROBLEMS. MOSELEY HAS CONFIRMED.

III. NEW BUSINESS

A. ROOF VENT BOOTS :UPPER UNITS WILL NEED REPLACEMENT, CRACKING DUE

TO AGE. \$2,700 TO DO 25 BOOTS (3-4 PER BUILDING), APPROX. \$400/BLDG., SHOULD BE DONE AS BLDG ARE PAINTED.

MOSELEY TO HAVE JIM EVALUATE BOOTS FOR SEALING TO HELP PREVENT LEAKS.

B. OWNER REQUEST FOR EXTERIOR MODIFICATION (33-3): BOARD DENIED REQUEST. APPEARED TO BE A MODIFICATION TO COVER ITEMS STORED ON DECK. THE AREA WHERE DECK ITEMS ARE STORED HAS BEEN SUBJECT TO ROT IN THE PAST AND REQUIRED EXTENSIVE REPAIRS. BOARD REQUESTED MOSELEY EXPLAIN THIS TO THE OWNERS, AND REQUEST THE ITEMS BE RELOCATED.

IV. NEXT MEETING: JANUARY 11, 2012, 7PM, 7 MASTRO LANE, ENFIELD, NH

V. MEETING ADJOURNED: 7:57 PM