

Garrison Condominium Association

Board of Directors Meeting

Tuesday, March 7, 2017

GARRISON BOARD OF DIRECTORS

Charlene Courtemanche, President. Unit 47, 603-749-8484, cbc1031@gmail.com

David Hodgdon, Treasurer. Unit 34, 603-313-3375, hodgdon128@gmail.com

Kara Barnes Allaire, Secretary. Unit 42, 603-842-6787, kara.e.barnes@gmail.com

Joy Adler, At-Large. Unit 41, 603-749-2349, mswhimsy@comcast.net

Cliff Metcalfe, At-Large, Unit 36, 603-520-1228, cliffordmte@gmail.com

Steve Miller, Property Manager. S.S. Maguire, 603-868-1262, steve@maguiremanagement.com

OPENING

Meeting called to order at 6:03 pm. Location: Unit #36

Present: Charlene Courtemanche, David Hodgdon, Joy Adler, Kara Barnes, Cliff Metcalfe, Steve Miller (S.S. Maguire Property Management)

The minutes from last month were approved unanimously.

The Board will consider updating and reviewing the Garrison website.

FINANCIALS

(Presented by Steve Miller, property manager)

We have \$46,762 in the reserves, \$20,000 of that is in a CD. Year to date income is 167,044 versus budget of 163,050. That is "in the good" roughly \$4,000. Total expenses are 142,512 versus budget of 138,444. That is "over budget" roughly \$4,000. Taken together, that's about even.

We still have two unit owners who are paying past due amounts per court orders.

Another unit owner has been sent a letter from our attorney regarding being behind in payments.

Joy moved to accept the financial report. Dave seconded. Approved unanimously.

MANAGEMENT REPORT

(Presented by Steve Miller, property manager)

Steve reviewed the proposed budget for 2017-8:

Projects that were budgeted for:

- Painting 35 front doors
- Painting some garages
- Unit, garage, and deck power washing for units 36-62
- Staining and deck repairs units 36-62
- Roof work units 59-60, 32, ridge vent repairs throughout property
- Dryer vent cleaning
- Front entrance signage
- By-law amendments
- Landscaping improvements
- Pool furniture
- Increased management fee

Please refer to budget provided for the annual meeting for details.

We considered a dues increase or future special assessment, with special consideration that roof replacement will need to occur in approximately 5 years. A “reasonable” special assessment over the course of several years in anticipation of the needed repair may be most appropriate.

The consensus was to not raise condo dues for this year.

Cliff moved to approve the budget as proposed to present to the annual meeting. Joy seconded. The Board approved unanimously.

OTHER DISCUSSION

The Board is considering replacing our accounting service, Raiche & Co., due to increased cost and inefficiency. There will be a lot to consider regarding logistics before making any changes. We decided to consider this further next month.

The Board will consider adding another “do not enter” sign or lettering on pavement at the one way due to safety issues.

This spring we will do a walk-around to create a master list of maintenance issues that may be in addition to the plan for this year. We will then prioritize and plan based on the list.

Cliff moved to approve the budget as proposed to present to the annual meeting. Joy seconded. The Board approved unanimously.

Three agenda items for the annual meeting:

- Amending the by-laws to be in compliance with the new NH condo law
- Ratifying the budget
- Amending the insurance section to reflect clarity on the master policy and how the master deductible is handled between homeowners policy and master policy

UPCOMING MEETINGS

Next meeting is March 27, 2017 at 6pm at the Dover Public Library. Purpose of this meeting is an informational meeting for all unit owners regarding the proposed changes to the insurance section and by-laws overall.

Annual meeting will be 3rd or 4th week of April. Proposed date is April 19, 2017 at 6-8pm. Confirmation of this date will follow.

Meeting was adjourned at 8:30pm.