

Garrison Condominium Association
Board of Directors Meeting
Wednesday, July 12, 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/CALL TO ORDER

Meeting called to order at 6:17pm. Location: Unit #47

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

Absent: David Hodgdon

The minutes from last month will be approved by email.

The Board will consider updating and reviewing the Garrison website.

FINANCIALS

(Presented by Steve Miller, property manager)

We have \$56,507 in the reserves, \$20,000 of that is in a CD. Year to date income through May is 33,250 versus budget of 32,610. Total expenses are 22,301 versus budget of 27,105. That is "in the good" roughly \$4,800.

The decks repair expense was 5,500 but that is budgeted. We also must pay 6,500 insurance payment. Ridge vent work was 12,700.

We can't just take money out of reserves if we are short on expenses. We need a specific approved project. Therefore we discussed taking money out of reserves to pay for the ridge vent work in order to allow us to have cash flow for operating costs. If there is extra money in operating costs at the end of year we will replace it in the reserves.

Charlene moved to take out \$6,000 from the capital reserves, Cliff seconded. The remainder will be paid for out of operating costs. This will be explained to homeowners at the next open meeting in August. The motion passed unanimously.

We discussed changing our accounting firm. S.S. Maguire offers accounting through a 3rd party accounting firm Meranda Jackson Book-keeping and Accounting due to the cost and inefficient services of Raiche and Co. Steve will arrange a meeting with Miranda to join prior to the Board meeting in August.

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

MANAGEMENT REPORT

(Presented by Steve Miller, property manager)

Deck board repairs are completed for units 36-62.

Tree removal behind Units 23-24 and perimeter cutting is complete.

Marston Painting will do power washing and staining after Labor Day.

Gutter cleaning will occur at Units 21-44.

Pruning and weeding will occur this week or next.

Tagged bushes will be removed and replaced in August.

Front doors and garages were painted today. 2 front doors and 3 garages were not completed due to being locked. These will be done by the fall at the latest.

OTHER DISCUSSION

A central air conditioning/heating unit was requested for a unit. We discussed consistent criteria for approving these units. We will use the unit at Unit 34 as a guideline for decibel level. We crafted language for these criteria.

We confirmed that the pool signage matches the Rule Book sufficiently.

We plan hire a contractor to provide the option of replacing washer hoses at unit owners expense.

The one-way arrow will be repainted soon.

Steve will get a price for Garrison signage to be refurbished.

We would still like to update our association website and see if a homeowner would be willing to maintain it.

The Board is reviewing the master insurance policy.

UPCOMING MEETINGS

Upcoming meeting schedule:

August 1, 6:30pm- open owner meeting, poolside (rain date August 2)

Sept 5, 6pm- Board Meeting

Meeting was adjourned at 8pm.