



Board Meeting Minutes

Location and Date: Association Clubhouse - September 2, 2017
Time: To be Held Immediately Following the Membership Meeting

1. Call to Order

The meeting was called to order by Lars Eriksson at 10:05AM.

2. Establish Quorum

A quorum of the board was present in person or via phone (Kenneth Rhodes, President (Phone); Lars Eriksson, Vice President; James Lacovara, Treasurer; Jennifer Bennett, Director; Mark Hilborn, Director).

3. Proof of Notice

Tyler Brown, association manager, stated that notice of the meeting had been given in accordance with board instruction.

4. Reading of Minutes of Previous Board Meeting

a. August 5, 2017

A motion was made by James Lacovara, seconded by Mark Hilborn, and approved unanimously to accept the August 5, 2017 board meeting minutes as written.

5. Treasurer's Report

A treasurer's report consisting of bank balances as of July 31, 2017 was given. A copy of this report will be made part of the record of the meeting.

6. Manager's Report

A manager's report was given. A copy will be made part of the record of the meeting.

7. Unfinished Business

a. Restoration Project

i. Change Orders

There had been no new change orders since the last board meeting.

ii. Budget Update

We are still running under budget for the concrete portion of the restoration project. An updated projected budget will be forthcoming from the engineer.

iii. Schedule

The project is running on schedule with few delays in progress being observed. It appears the concrete portion of the restoration project should be wrapping up in January 2018.

iv. Progress

Progress is going well. Project Progress meeting #7 was held August 28, 2017. The next progress meeting has scheduled for October 24th.

v. Front Entrance Update

We are continuing forward with the front entrance update. Pricing from R&J is forthcoming.

vi. Window Frame Painting

Window frame painting has started. The contractor is doing what appears to be a wonderful job with prep work on the frames.

vii. Ratification of Wall/Railing Membership Vote

A motion was made by James Lacovara, seconded by Lars Eriksson, and approved unanimously to ratify the membership vote to install railings on the one bedroom side of the building from the 03-07 stacks. A change order will be executed with R&J to have these railings installed.

8. New Business

a. Rental

i. Rates

A motion was made by Mark Hilborn, seconded by James Lacovara, and ultimately rescinded to implement a 7% weekly rental rate increase effective May 1, 2018.

A motion was made by Mark Hilborn, second James Lacovara, and approved 4-1 with Kenneth Rhodes voting in opposition to implement a 7% rental rate increase effective September 2, 2017.

b. Long Term Lease Approval

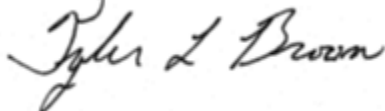
i. Unit 213

A motion was made by James Lacovara, seconded by Mark Hilborn, and approved unanimously to accept the annual lease agreement for unit 213.

9. Adjournment

There being no further business to come before the board, the meeting was adjourned at 10:50AM.

Sincerely,



Tyler Brown CFCAM, CMCA, AMS, PCAM
Manager, Errol by the Sea Condominium Association, Inc.