

64 GOTHIC STREET CONDOMINIUM ASSOCIATION UNIT OWNER'S ANNUAL MEETING MINUTES

DRAFT

Time and Place: November 9, 2022, 5:30 p.m.
Via Zoom

Trustees Present: Frederick Fierst, President/Chairman of the Board
Dorothy Gorra
Don Hafner, Secretary

Also, Present: Donna Golec, Owner of Kendrick Property Management (KPM)
Bob Sears, GM Field Maintenance
Edward Etheredge
Shelly Steuer
Kenneth Neiman
Dan Fierst

The annual Unit Owner's meeting was called to review the state of affairs of the condominium association, and to provide an opportunity for Unit Owners to raise any issues that relate to the ongoing maintenance of the building and grounds.

The following meeting minutes were prepared by Donna Golec and Don Hafner. Any exceptions and/or omissions should be noted by the pertinent party and should be submitted for clarification at the next Unit Owner's Annual Meeting.

1.0 The meeting was called to order at approximately 5:54 p.m. following Trustee meeting. A quorum of 84% was established.

2.0 Approval of Minutes:

The Unit Owner's minutes convened on November 10, 2021, were reviewed, and approved.

Voted: Motion to Accept-D. Hafner, 2nd-D. Gorra, unanimously approved by Owners.

3.0 Property Manager's Report:

No new attendees. A summary from the Trustee meeting was not required.

- Trustees approved a 4.5% increase to monthly condo fees as of 1/1/23 to support the operational Budget & funding of the Reserve. Discussion regarding inflation. The Board to review in April to determine if this increase is adequate based on snow removal costs, diesel, and insurance renewal.
- Authorized bank account signers – V. Mariano, D. Fierst & D. Golec
- Discussion regarding investigating CD options to earn higher interest rate.
- Maintenance – Maintenance review
 - 1.1 Exterior painting was completed. Going forward small annual repairs (<\$5K) will be completed as needed.
 - 1.2 Review of the new 2023 Landscape quote (accepted) plus other items.
 - 1.2.1 Fence along the entrance\City parking lot side needs updates. Clarification of own actually owns the fence.
 - 1.2.2 Fence along the north end of the property was paid for by the Association during the ramp project but is owned by the neighbors. Can the Association complete fence repairs?

- 1.3 Annual window cleanings.
 - 1.4 Windows updates
 - 1.4.1 HAI windows are complete.
 - 1.4.2 Unit 204 - windows are complete. Additional window work in unit still required.
 - 1.5 Flashing roof leak – Ceiling repair in unit #5.
- 4.0 Trustee Report – see above.
- 5.0 Old Business:
- 5.1 Electric car (as discussed in Trustee meeting) - Significant discussion. January 2023, new contracts coming available. Review of contract required and a walk around to include D. Fierst, D. Hafner & B. Sears.
- 6.0 New Business:
- 6.1 Mass Save commercial heat pump rebate program shared with all owners.
- 7.0 Officers of the Board of Trustees:
- Fred Fierst provided a formal resignation from the Board of Directors.
 - Motion was made to select the following slate of Trustees for a 1-year term.
Voted: The following slate of Trustees were nominated by E. Etheridge, 2nd-D. Gorra and unanimously approved by Owners.
 - Commercial Trustees
 - Kenneth Neiman
 - Vincent J. Mariano, Treasurer
 - Residential Trustees
 - Dorothy Gorra
 - Dan Fierst
 - At Large Trustee
 - Don Hafner, Secretary
 - Trustees to meet in December to select Officers. The Chairman of the Board is currently vacant.

The next Annual Owner’s meeting has been scheduled for November 8, 2023, following the Trustee meeting which all are welcome to attend. Trustee meeting starts at 5:00 p.m.

- Requested a hybrid meeting to be held offering both in-person & the ability to zoom into the meeting. KPM to poll unit owners if they have a preference when sending out the “Save the Date”. Owners in attendance at this meeting preferred in person.

The meeting was adjourned around 6:30 p.m.