

DATE: 10/20/2018

ATTENDEES

PRESIDENT: Bob Paublos

VICE PRESIDENT: Paul Gleckler

SECRETARY: Lisa Snyder

- 1) Board accepted resignation of Secretary Jean Gillman
 - 2) Bob Paublos and Paul Gleckler appointed Lisa Snyder to fulfil the position of Secretary for 1 year.
 - 3) Bob Paublos advised Tim Boylan of Boylan Property Management to have the Annual Board meeting the first week in September so that the tenants who normally leave for the winter will be able to attend.
 - 4) For Snow removal, the Board agreed to keep Richardson for this winter season.
 - 5) Bob Paublos and Paul Gleckler reviewed the bid from B-Level regarding the cement work proposed for the property. They walked the property to evaluate the work to be done and will OK the bid but will forward to Tim Boylan some things that were missed and will express their expectations.
 - 6) Paul Gleckler has agreed to do some small maintenance around the complex for a small fee.
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DATE 6/6/2019

ATTENDEES

PRESIDENT: Bob Paublos

VICE PRESIDENT: Paul Gleckler

SECRETARY: Lisa Snyder

- 1) Two bids were approved for asphalt. Law Xtreme for repairs and Corsi to sealcoat
 - 2) Bob requested that Tim set up the annual meeting at the Library for September
 - 3) All painting that needs to be done should be addressed by Tim
 - a. New boards that were replaced on the porches are still not painted
 - i. Bob to get bids
 - b. Post office boxes; needs to take care of mold and needs painted
 - c. Fire hydrants need painted also
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DATE 6/7/2019

ATTENDEES

PRESIDENT: Bob Paublos

VICE PRESIDENT: Paul Gleckler

SECRETARY: Lisa Snyder

- 1) Tim Boylan will no longer be property manager
 - a. Looking for new property manager
 - i. New manager must maintain books, checking account, insurance, odd checks and any other treasurer/bookkeeping items
 - b. Annual Meeting will be held September 14, 2019 at the Newark Library
 - 2) Until further notice, Paul Gleckler will be taking care of property maintenance; for a small fee
 - a. Still need a handyman for complex
 - 3) Newsletter? Thoughts on having a newsletter for tenants
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DATE 7/13/2019

ATTENDEES

PRESIDENT: Bob Paublos

VICE PRESIDENT: Paul Gleckler

SECRETARY: Lisa Snyder

- 1) Bids received from Ace Asphalt
 - 2) Discussed annual condo meeting
 - a. Notices for meeting needs to be sent to the Owners along with the Proxy for the position of the new director at least one month before meeting
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DATE 8/13/2019

ATTENDEES

PRESIDENT: Bob Paublos

VICE PRESIDENT: Paul Gleckler

SECRETARY: Lisa Snyder

- 1) Changed Condo Association checking account and Money Market account to Park National Bank
 - a. Lisa to get access to accounts to view information on-line
 - 2) Discussed annual condo meeting
 - a. Proxy needs to be sent to the owners of the units with renters
 - b. Notices of annual meeting needs to be distributed/mailed as soon as possible
 - c. Lisa needs to make up voting ballots to be passed out at the annual meeting
 - i. Should include the address and % of owner vote
 - 3) Asphalt repair/replacement
 - a. Tentative for the week of August 20th
 - b. Asphalt will be repaired/sealed with 2 coats
 - c. Need to notify tenants once a date is confirmed. Some tenants will need to park on the street.
 - 4) Trees
 - a. Some of the big trees have roots that are encroaching into cement sidewalks, porches and building foundations
 - b. Some trees are causing excessive mildew on the buildings
 - c. Paul is getting bids to get trees taken down
 - d. Discuss at annual meeting
 - 5) Roofs
 - a. Some units had the exhaust pipes resealed on the roofs
 - 6) Work done by Paul around complex
 - a. Took out 5 big bushes that will be replaced in the spring
 - b. Paul will give a summary at the annual meeting of all the work he has completed around the complex
 - 7) Snow removal
 - a. Are currently getting bids now for snow removal
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DATE 10/19/2019

ATTENDEES

PRESIDENT: Bob Paublos

VICE PRESIDENT: Paul Gleckler

SECRETARY: Lisa Snyder

- 1) Moorehead Tree Service will be doing the snow plowing.
 - a. approved
 - 2) Discussed a newsletter to inform Homeowners of things going on in the complex
 - 3) Bob provided latest accounting budget
 - 4) Insurance monthly rate is going to be up
 - 5) Spring maintenance that needs done
 - a. Powerwashing the buildings
 - b. Bushes need replaced
 - c. New mulch
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DATE 1/28/2020

ATTENDEES

PRESIDENT: Bob Paublos

VICE PRESIDENT: Paul Gleckler

SECRETARY: Lisa Snyder

1. There was a sewer backup in building #6. Paul got a plumber and the cost was \$280.00
 - a. Should be doing preventative clean out every 1 ½ years
2. New lawn company has been selected. Just Lawns will start in the spring of 2020
 - a. Paul will do the mulching and trim the bushes
 - b. Paul will look in to getting bushes to replace the ones that were removed-preferably dwarf bushes
3. Taxes- interest from bank sent to Baker and Baker
4. Bob provided stickers for condo payments. Lisa will send out with a copy of the Annual meeting minutes
5. Rose Ryan behind on condo fees for December and January. Lisa will send a letter.
6. Paul will repair curbing around the guard shack in the spring
7. Bob will talk to the Post office about painting the mailboxes.
8. Bob contacted the Library for the 2020 Annual meeting, but they said it was too soon. Bob will reach back out to them.
9. Just thinking ahead: Roofs are 5 years old. Normally they only last 15-20 years and it cost about \$250,000.00 to replace. We need to start looking how we can be in position in the future to be able to cover the cost when it becomes necessary.