

TOWNHOUSE ESTATES OF NORTON

c/o Advanced Condominium Management Corporation

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BOARD MEETING MINUTES

June 3, 2009

Board Members present: Kathy Petersen, Ken Scanlon and Mark Flicop. Also present: Bob Linney of ACMC. Trustees absent: Susan McCabe and Gary Bushey. Unit Owners present: None.

The Board meeting started at 6:30 PM at unit 145-2.

The Board Meeting Minutes of May 6, 2009 were approved as presented.

The Board reviewed the Goals and Project Worksheet presented by ACMC.

The Board requested that ACMC contact Hardscapes as there are several stairs that are disintegrating. The stairs are only two years old.

The Board reviewed a draft letter to the unit owners on fire potentials in shrub beds. ACMC will send the letter out.

The Board reviewed the insurance claim issue at 143-5. The balance due on the claim that is owed to Emergency Damage Control of some \$12,000 +/- has been billed back to the unit. This will be given back to the attorney for collection.

ACMC reviewed the April Financial Report. ACMC reviewed with the Board the Balance Sheet, Income and Expense and Accounts Receivable. The April Financial Report was approved as presented.

ACMC will obtain information on the loan refinancing.

Norfolk Construction needs to finish completing the berm repairs that were damaged this past winter.

ACMC will obtain proposals from MacIntyre Landscaping for stone dust at the mailboxes, shrub removal and a drain behind the dumpster at 145.

The Board requested that 3 signs be installed - "No Trespassing - Soliciting - Loitering".

Ken provided an update on the progress of the new web page. He will send out an e-mail to the Board to request their feedback on the changes that have been made.

The next Board Meeting is scheduled for July 1, 2009 at 6:30 PM at 145-2.

The Board Meeting adjourned at 7:15 PM.