Spyglass Landing Condominium Association, Inc.

Board of Directors Meeting

Arbor Management Company Inc.

One Snow Road,Second Floor, Marshfield, MA 02050

Wednesday July 20, 2016

Call To Order: 10 a.m.

Board Present: Joe Wolfe, Jack Prendergast, Marcia Walsh, Joan Cooley

Management: Genie Kennedy, President, James Roberts, Property Manager

Quorum- Quorum Present

Approval of June 15, 2016 minutes, Minutes approved.

A brief discussion was held regarding binders that were part of the Boards documentation from prior years. It is believed that they are in the possession of the former secretary. Jack Prendergast will follow up with him and get them returned to the Board.

J.Michaels update- Joe Wolfe did some more research into this matter and the statute of limitations on such items. This statute may be changed from 6 years to 4 years. The Board decided that based on this new information we would keep the letter and the release form on file for future use but no other action will be taken right now.

The Board looked up previous Mass tax forms as they reviewed the financials. The Mass tax is an excise tax.

Jamie reported that there is a sprinkler problem at two of the sites having sidewalks replaced. These wil be repaired before the new sidewalk is poured.

Andrew Taylor has submitted a new contract and pricing for the next snow season. It was decided that Jamie and Tim will meet with Taylor to go over this. Arbor will obtain some more quotes for comparison.

The Board voted 4-0 to cancel this week’s mowing as no substantial rainfall has occurred since last week and the majority of the lawn area is not growing. Jamie will notify Tomasi and Tim regarding this action.

Arbor is going to check on the status of the tree spraying.

Next the Board discussed the workflow between the community and the Board and Arbor. Arbor will get us something in writing and we will review the process. Once reviewed, Joe will do a broadcast message to the homeowners re confirming that all contacts go through Arbor first via their website.

Arbor had a communication from Paul Connolly that he was working on the insurance valuation report and it should be ready in a couple of days.

The new Capital Reserve study is in progress and should be completed sometime in September. The WWTP portion is being done by a separate consultant. The quoted price is $7.6K for the main study and $1.5K for the WWTP portion.

The Board decided that the Finance Committee should do the FHA recertification paperwork documentation. This is due February 3, 2017. This will potentially save the association $800.

Joe Wolfe will send the Board a new list with additional clarifications for the Sellers Disclosure.

The Board decided that there had not been enough time for everyone to review the accountant’s report. We tabled this to be discussed at the next meeting.

The Board voted 4-0 to deny a rear garden request for 6 Spyglass. This was denied due to the size and the fact that it was on common land and the landscape committee’s recommendation.

The Board asked Arbor to request a picture and dimensions from Roger Love of the items he is requesting. The Board will send the lighting request to the Design review committee.

The approval of the mission statements of committees was tabled until the next meeting.

The Board voted not to have a Homeowners forum until after the annual meeting in September.

Meeting was adjourned at 12:35 p.m.

Respectfully Submitted,

Marcia Walsh