

Approved
Not Approved

PROPERTY NAME: Brookline Garden Condominium
TYPE OF MEETING: Board of Trustees Meeting
DATE OF MEETING: 11/08/01

MINUTES

TRUSTEES ATTENDING FOR THE BROOKLINE GARDEN: Roger Meyers, Mitch Drucker, Jeff Paige and Ramin Ghafari

TRUSTEES ABSENT: None

A QUORUM WAS PRESENT.

ATTENDING FOR THE DARTMOUTH GROUP: Jack Grace

ATTENDING FOR HOMEOWNERS: Jim LaBrie

The meeting was called to order at 7:00 p.m.

SECRETARY'S REPORT:

The minutes of the October 18, 2001 Trustees Meeting were approved as written.

TREASURER'S REPORT:

The October 31, 2001 Financial Report was presented and reviewed by Roger Meyers. Major variances were identified and discussed in the following categories:

Other comments were made as follows: General review of month end figures and balances.
No questions from floor.

The delinquency report was presented and reviewed. 45-day letter have been sent to unit owners, as appropriate. (1) unit owner's is/are in collection at this time.

***** are in legal.

***** \$19.00 fine payment

MANAGER'S REPORT:

Jack Grace presented the Manager's Report. The following items were discussed:

Began Trustee meeting with appointments for empty seats on board. I advised the current board of the top 5 nominee's from 10/18/01 elections. They are as follows:

Roger Meyers 54.956% - elected to board

James LaBrie 50.113%

Eugene Pinsky 32.248%

Mitchell Drucker 30.596%
Ella Gliks 27.579%

Advised board to look at all candidates as they choose.

The following 5 people were appointed to the board of trustees:

Mitch Drucker
Jeff Paige
Ramin Ghafari
James LaBrie

Following these appointments they held elections for President and Finance Chair. James LaBrie was voted president and Roger Meyers was voted in as Finance Chair.

UNFINISHED BUSINESS:

Discussed current snowplow contract. Board must stay with current signed contract. It is too late in the season to try to change vendors, but we could adjust the contract if we were to hire a superintendent, to care for the sidewalks and front entrances.

Discussed electric bill for #31.5-7, Board decided to accept ½ of what is owed if payment is made immediately in lump sum. General feeling amongst members is that ½ guaranteed is better than legal fees and other costs to (hopefully) recoup the full amount.

Review of window loan, Board wants copies of contract with Molin Co., and copy of loan documents from Brookline Savings Bank.

Board wants TDG to contact General Landscape to inquire about any refund due on contract, due to lack of cutting on weekly basis.

Discussed watt saver program with the Board, lighting fixtures would be 90% paid for by NSTAR. BGC would have to pay for installation. TDG is Currently attaining quotes for the installation of fixtures.

The Board interviewed Manuel Quiros for the full time maintenance position at BGC. They discussed the cost vs. saving of having a full-time super on site. The Board generally felt that there was not enough work for a full time super, but they will look at the numbers and discuss it at a later date, in the near future.

NEW BUSINESS:

Discussed the lack of a Reserve Study to guide the Board on their reserve funding needs. The Board would like 3 quotes with samples of reports to compare, quality, price, and thoroughness.

Jim LaBrie requested copies of letters pertaining to sewer problem at 19-7 Englewood Ave. I will send all available information to Jeff Paige, whom Jim appointed to review this matter.

Next discussion was on rate of condo fee increase to implement, Two options were presented 1: \$340 and 2. \$350 after discussion among the board members is was voted on to go with the \$350

increase. The vote was 5-0. They also voted to go with a \$600 special assessment to offset the window loan.

CORRESPONDENCE: Copies of incoming and outgoing correspondence have been provided to the Board. Related discussions and decisions were as follows:

Presented the Board with two proposals to temporarily repair the roofs. Which would buy the association at least another 3-5 years before replacement would be needed to help build up Capital Reserve funds.

NEXT MEETING: Dec 12, 2001 (Annual meeting)

TIME: 7:00 p.m.

LOCATION: Meeting room #21

VOTE TO ADJOURN: The meeting adjourned at 9:00 p.m.

Respectfully submitted by: Jack Grace

Attested by: _____