

**Edgewater Condominium**  
**Board of Managers**  
**Monthly Meetings**

**Called to order by:** Jim Walsh at 10:00am

**Date:** Saturday, December 11, 2010    **Time:** 10:00am    **Location:** Lakeside Lounge

**Members Present:**

Jim Walsh— President  
 Elmer Kaprolat—1<sup>st</sup>- Vice President  
 Mark Johnston—2<sup>nd</sup>- Vice President  
 Ex Jim Parks – Treasurer  
 Ann Carden—Secretary  
 Adele Harrington— Administrator  
 Gene Nicolas—Maintenance Supervisor

**Minutes from the previous meeting:**

**Motion to accept:**

Moved: \_\_\_\_\_ Elmer \_\_\_\_\_

Seconded: \_\_\_\_\_ Mark \_\_\_\_\_

Approved: \_\_\_\_\_ X \_\_\_\_\_ Disapproved: \_\_\_\_\_

**Maintenance Report – Gene Nicolas**

- The rocks (boulders) that owners are using at the garden are posing a problem when it comes to rototilling later on. We will put something in the newsletter to ask that owners use dirt instead.
- There has been an increase in storage of patio furniture, etc. It is becoming difficult due to limited space. There was much discussion, and we decided to keep it on the Action Item list, and make some decisions before next season.
- Nick mentioned that the cliff is becoming more under-cut at the beach. Put reminder in newsletter that there can be falling rock from the cliffs...not to walk too closely.
- F building baseboard was done
- Fence blew down at WWTP. Guys worked this week to put it back up temporarily. More work will be required in the Spring.
- Machine maintenance on snowblowers and riding mowers
- Snow fence was installed
- Ann asked how many hours the part-time helpers were working each week.
- Ann also asked why there was a radio on in the maintenance barn. Nick responded that he felt that it might deter someone from going in. Ann asked about energy consumption. Jim Walsh added that he didn't feel that it used enough electricity to be concerned with.

**Administrative Report – Adele Harrington**

- Forwarded job description materials to Jim. Can continue working on the formal job description.
- Jim Alexander will be onsite in about a week to replace F stairs.
- Insurance resolution—invite Steve Grimaldi to the January meeting. Will create a draft resolution and begin explaining it to homeowners.

**Treasurer Report** – Adele will provide a list of outstanding fees after closing out the 2010 year.  
Motion to approve \_\_\_\_\_ Elmer \_\_\_\_\_ seconded \_\_\_\_\_ Ann \_\_\_\_\_ Carried X \_\_\_\_\_

**Committee Reports:**

**Personnel** – Jim Walsh/Board of Managers—Jim received the word files regarding job descriptions of employees from Adele. The Board will continue working on the roles and responsibilities of each employee and hope to have it finalized by the end of January. There will be an executive meeting following this meeting.

**Rules & Regulations** –Ann Carden—nothing much at this point.

**Buildings and Grounds**— Elmer Kaprolat—Elmer contacted Beauty Pools and a letter was to be sent by Friday for today’s meeting. The reported ‘mold’ on the pool building is not mold, but moss. It has been taken care of but will likely recur, due to the shady area. It is unrelated to the water problem in the basement. Jim explained a bit about the water history at Edgewater, and how the old piping is impacting the basement. There is water seeping in on the north wall too. Some work is going to need to be done in the future. The Board will do a walk-through with Nick in the future and determine what needs to be done. Jim added that the space needs ventilation. Adele reported that there is a drainage issue on the roadside of K building. That could be evaluated and added to the project list for the future. Ann commented that the lakeside of the units without enclosures need attention. The siding needs staining. Also the concrete should be evaluated and sealed if necessary.

**Social and Recreation**— Jim Parks—activities are suspended for the most part now until the spring when residents come back

**Reserves**— Mark Johnston/Jim Parks—nothing at this time

**Correspondence:**

--none at this time

**Old Business:**

- Capital projects—F stairs will be done in the near future

**New Business:**

--Ann is beginning work on the website and had some questions about the real-estate office presence on the website. There was some discussion about that part of the webpage in the future.

--Elmer asked why Westfield Nursery was here plowing at 4am when there wasn't much snow. Jim added that we want to be careful not to discourage them from getting here in the early morning to plow.

**Next Meeting:** \_\_\_\_\_January 15, 2011\_\_\_\_\_      \_\_\_\_\_8:30am\_\_\_\_\_

**Next Homeowners Meeting:** TBA-

**Motion to Adjourn** \_\_\_Elmer\_\_\_\_\_      \_\_\_Mark\_\_\_\_\_

**Time: 11:05am**