

**WOOLSEY CORNER
CONDOMINIUMS H.O.A.
BOARD MEETING**

October 17, 2015

MINUTES

Common Room: 4475 Trenton Street, Portland

1. **9:30 A.M. OPENING OF MEETING**
In attendance: John Brawand—Treasurer, Alice Forsythe—Secretary, Marian Pierce, Jason Uland, Rebecca Stuebe.
2. **MINUTES PROVIDED**
PREVIOUS MEETING MINUTES:
The minutes of the October 6th meeting was provided for reference.
3. **FINANCIAL REPORTS:**
The property manager explained the financial reporting. The financial reporting through September was emailed to owners.
Current Reconciled Account Balances: (as of 9-30-15)
General Operating Account: \$ 4,366.79
Money Market Account: \$17,124.01
Homeowner Balance Information: One Owner is slightly behind.
4. **ELECTION:**
Jason Uland was elected to serve as Interim President until the next annual business meeting.
5. **NEW BUSINESS:**
The property manager suggested an annual maintenance schedule to list out month by month any issues to address from landscaping improvements, tree pruning, roof, gutter and downspout cleaning, dryer vent cleaning, fencing, exterior siding inspection and any other exterior issues.
ISSUES OF DISCUSSION:
There was discussion of the need to consider possible amendments to the bylaws of the HOA. The first possible amendment issue was to only require 3 to 5 board members instead of all 8 owners to be on the board. The second amendment issue was not to require 100% as the voting threshold for future amendments or other voting issues and to lower the threshold to 75%. There was a motion passed for the property manager to consult with a lawyer to start the process of preparing a draft of an amendment with a budget of \$500 to \$1,000.

NEXT MEETING: It was suggested by the property manager that we meet again before the end of the year to start looking at our finances to budget for next year and also a draft of a maintenance schedule.

ADJOURNMENT: 10:50 AM

Respectfully Submitted,
Tim Benintendi, Property Manager