

Islandview Condominium Association  
Board Meeting Minutes  
January 16, 2018

**Present:** Jennifer Afonica, Bob Cosgrove, Denise Cosgrove, Fred Konchan, Cindy Parkhurst, Brennan Rees

**Absent:** None

**A. Call to order** – The meeting was called to order at 7:05pm by Cindy Parkhurst.

**B. Submission of November meeting Minutes – Cindy Parkhurst**

1. The November 14, 2017 meeting Minutes were reviewed (no December meeting). No discussion or corrections, Minutes accepted.

**C. Financial Report – Jennifer Afonica**

1. Board members received and reviewed a copy of the December month-end receivables and disbursements ledger. The Annual Budget was also reviewed.
2. There is currently one Co-owner in arrears on Association Dues, six months. The Board met with an attorney prior to the start of the Board meeting to discuss legal options.
3. After discussion, the Financial Report was approved.

**D. Old Business**

1. Klamm Outdoor Care has been unable to clear the gutters of leaves, as the gutters are frozen. The Board to keep an eye on this and arrange for it to be done when the weather breaks.
2. The Board has received one bid thus far for the lift station repair project. We are working to obtain more bids before making the decision.

**E. New Business**

1. On December 18, 2017 a Co-owner reported a leak at the entry of east 2465. This occurred during a rise in temperatures which caused significant snow/ice melt.

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Holbrook Roofing was called out to assess the situation and found that there was some warping in a panel around the round window. They applied calcium chloride to de-ice and returned a few days later to repair and seal the panel.

Thus far it appears to have been resolved, but we will continue to monitor.

2. The Board received a couple of complaints regarding snow removal during the Christmas Eve snow event. We discussed our concerns and expectations with our new snow removal/lawn maintenance company, Klamm Care. They have acknowledged the concerns and are committed to making it right.
3. Lockout procedure: In the event that you are locked out of your condo unit, please contact Board President Cindy Parkhurst (734-658-5747), or Board Secretary Denise Cosgrove (734-624-9796). Please note that spare keys are kept in a locked key box and are only for lockout or emergency purposes. Residents are responsible to ensure that a correct copy of your key is provided to the Board.
4. The Board discussed preparations for the upcoming Annual Meeting of Co-owners which will take place on Wednesday, March 14 2018. Co-owners will receive a mailing with detailed information regarding the meeting, a proxy form, and a Board of Directors nomination form for those interested in serving on the Board. We encourage all Co-owners are to attend.

**F. Adjournment** – meeting adjourned at 8:10pm. Next meeting February 20, 2018.

Minutes submitted by: Cindy Parkhurst