

**BLUESTONE II CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTOR'S MEETING AGENDA  
November 6, 2018**

**5:30PM Bishop Real Estate Office**

**In Attendance:**

Courtney Maszczak – Board of Directors – President  
Khalil Razzaghi – Director  
Ron Vincent – Director  
Judy Nessel – Bishop REM  
Shelley Gullett – Bishop REM

**BOARD MEETING CALLED TO ORDER: 5:00pm**

**APPROVE NOTES OF THE OCTOBER:** Moved by Ron, seconded by Khalil to approve

**APPROVE FINANCIALS EOM OCTOBER:**

EOM Nov operating ==> \$21,972.97 reserves ==> \$67,469.42

TD Bank TD-MM

- delinquencies ==> \$4,529.83 \*\*Shelley corrected Unit 62 delinquency, after review documentation from NP, it was noted that Unit 62 has prepaid condo fees in the amount of \$2,735.00 and is not delinquent. \*\*

Action item for Courtney to contact North Point for their financial statements for October. There seems to be a huge discrepancy with the Reserves account funding. September financials state there should have been \$289,396.43 and NP only turned over \$65,886.42, so we need what happened to the balance.

**MAINTENANCE UPDATES:**

- Pressure wash – Complete – More detailed pressure washing will be completed in the spring.
- Iron Railing back of Bldg A – is out for additional welding and scheduled to be reinstalled next week..
- A/C Covers – Complete
- Lock Boxes – Shelley to send letter to owners to have any lock boxes removed or they will be removed. There will be a 1 week deadline given to owners to remove lock boxes.
- Khalil brought up that there are foundation issues pm Buliding B, he is to send photo's to Shelley. Shelley will contact a contractor to have these fixed asap.
- Drain spouts missing – Shelley to have Michael Henry replace any missing drain spouts.
- Future project – fencing around tennis courts repaired.
- B&S Landscaping – hasn't fixed a lot of issues, so when the bill comes in, Shelley to not pay and request a meeting to address the broken signs and other issues not being taken care of before they are released from their contract.

**OLD BUSINESS:**

- Annual meeting – Packets sent out – One owner wants to call into meeting. Board recommended that Shelley follow up with her and recommend she have a proxy who lives within 20 miles attend and then her proxy can hold a phone so she can hear what is happening.
- Outstanding bills from North Point, have been all caught up.

- Bookline Bank – Loan paid, only a few more months of payments. Shelley to contact Brookline Bank to see about paying off loan early, so it can be removed from 2019 budget. Board instructed to pay
- Quotes on Garage Roofs – Get clarification from Michael Henry regarding ice/water shield, type/brand of shingle, replacing any rot found and removing existing shingles and verifying there is no rot underneath. In addition, a letter needs go to owners to protect their belongings in garages when work starts.
- Reserve Analysis –called Team Engineering, have emailed them condo docs and unit sizes. Should have something back from them at latest for annual meeting.
- Insurance quotes – Due to expire May 2019. Currently with 2 other companies for quotes. Expiration is for May 2019, we need to make a decision to compare quotes no later than January. This is in order to give proper notice to existing company if a change is warranted.

**NEW BUSINESS:**

- Unit forms and On-line payments letter with coupons sent.
- Quotes on Lawn care and Snow removal. Quote from Robert Nolet, dba A-1 Tree was not accepted as quote was to high. P&L Landscaping quote looked better. Shelley to contact Mike Greeno for snow removal and Morin's for lawn maintenance. Shelley also to look for well known companies.
- Shelley noted that the "Fire Lane" signs behind building B need to be replaced.

**EXECUTIVE SESSION:**

**DATE FOR NEXT BOARD MEETING: Annual Meeting December 3<sup>rd</sup> – 6:30pm**

**ADJOURNMENT: 6:30pm**