

Northgate Gardens Condominium

TRUSTEE MEETING (OPEN)

Date: **September 22, 2016**
Time: 6:30 PM
Place: Northgate Gardens Office

Minutes

Minutes submitted by: Chris McCarthy

Attendance: Chairman: Tony DiMasi, Trustees: Karen Toney, Kevin Russo, Michael Kaye, Property Manager Jacki Bass & Crowninshield representative Chris McCarthy.

I. CALL TO ORDER – 6:30 PM

A. Hearing Requests- The Board conducted hearing requests from unit owners

II. APPROVAL OF PRIOR MEETING MINUTES

A. The meeting minutes from June and July were approved.

III. FINANCIAL REPORT

- A. August 2016 – Management presented the financials to the Board. Financials were created on September 14, 2016.
- B. Suggested changes to the financial in August were made by Management.
- C. Concerns- Management still needs to break out the other income closer so that it shows clearly on the financial statements.

IV. MANAGEMENT REPORT/CURRENT BUSINESS

- A. Maintenance charges – Management provided a report for all charges.
- B. Pool closing – The pool will be closed on the 26th of September.
- C. Gutter replacement- The Board voted to hire American Gutter to replace the gutter systems at 2 buildings. The Fascia board should be examined closely before the new gutters are put on.
- D. Wall Paper / Floor covering – The Board voted to purchase wall paper from the distributor directly, and accept the floor covering proposal from Waltham Floor.
- E. Vanaria – The Board voted to accept their proposal for installing new plantings.

V. NEW BUSINESS

- A. Power Washing – The Board suggested that 6-12 Jacqueline be pressure washed before the new planting are installed. Management will ensure this occurs before the new plantings get put in.
- B. Picnic Tables – to be purchased in the spring. Management will keep this item on the agenda.
- C. Mailboxes – Management will continue getting pricing and options on the best possible setups for the property.

VI. Executives Session-

- A. Correspondences;

Meeting adjourned at 9:30