

Minutes from Board Meeting held March 22, 2018

Present:

Henri Clerk  
Jeannine Bukvaj  
Gordon (and Sharon) Freeman  
Sharyl Ginther  
Christy Zwenger  
Timothy Zwenger

The three committees set up at the Board Meeting (Beautification headed by Christy; Rules headed by Gordon; and Buildings headed by Tim) appear to be working well.

The Building committee reported that John Guy is working with Tim. They are working on getting bids. 8D and 10D have water issues.

It was determined that we need to advise the condo owners that the shutters need to be closed before leaving for the season -- or arrangements made for having them closed by July 1. And if they are not closed by July 1, Dan will have to close and the member will be assessed. And if they need to be repaired or replaced in order to close, that cost will be assessed to the owner as well. This is called the "shutter rule" and it was moved, seconded and approved.

The Rules Committee introduced the process in place for informing association members of violations of the rules:

- 1<sup>st</sup> a letter notifying of the violation
- 2<sup>nd</sup> a second letter notifying of the violation and setting forth consequences
- 3<sup>rd</sup> the third letter deals with consequences.

Cabot Management will send these letters out by regular US mail and by email.

Roberta provided the Board with the information about the type of keybox that she is asking we purchase and use to store condo keys. It was noted that this keybox really performs no additional function over what we currently have in place.

It was discussed that we appear to have a problem with association members renting their condos not in compliance with the rules.

The Beautification Committee has met several times and has a plan in place.

The next Board meeting should be on or about the middle of June. I'll look into conferences by telephone.