

LHE board meeting, 4 June 2009, unit 35
Agenda

Greetings & introductions

Organization

election of board officers: president, clerk, treasurer
allocation of board files
discussion of board roles

Minutes from previous meetings

April 2 (last formal meeting of previous board)
May 19 (special meeting of interim board)
May 27 (annual meeting)

"Interim executive" reports

Workers' comp: Audit completed for First Comp; new policy with Traveler's
Landscaper's contract in process
Damage control with NHBB
Revised memo to realtors (re notification to prospective buyers)
Revised list of "Board Responsibilities"

Treasurer's report - *None*

check-signing permission; bills to be initialed

Immediate pending business

- 1) Open safe deposit box (for documents re unit improvements) – vote needed
- 2) Delivery of memo to realtors – delegate ✓
- 3) Discuss offers by volunteer workers:
 - Dryer duct inspections (Dave Clarke) – insurance coverage? vote needed
 - Garden box by unit 1 (Evelyn Morrisson) – decision needed
- 4) Declaration Amendment process – letter to mortage holders; Nashua visit
- 5) Swanson window request – overview of issues

Maintenance update (John Norton)

Grounds update (JW; tree replacements; landscaper's priorities)

For future agendas:

- Respond to Swanson window request
- Review budget for 2009-10
- Vote on 5-person board (by-law amendment needed)
- Set up Rules Revision committee
- Check in about revision of Resident Handbook (Marilyn's project)
- Check in about Exterior Replacements committee
- Set up Long-Term Planning committee