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Long Hill Estates Board Meeting, June 4, 2009 , unit 35

Minutes

Call to order

Ann Lammers called the meeting to order at 4:35 pm . The following people were present: Nancy Clarke, John Dolan, and Ann Lammers, Directors. Midge Gibbons, Clerk. Later joined by Julie Clattenburg, Treasurer

Organization:

After greetings and introductions, the board proceeded with the election of board officers. Nancy Clarke and Ann Lammers were nominated as co-presidents.

Motion was made to elect Ann as co-president; passed unanimously. Motion was made to elect Nancy as co-president; passed unanimously. Motion was made to retain Julie Clattenburg as treasurer; passed unanimously.

Motion was made to appoint Midge Gibbons as clerk; passed unanimously.

Basic board information was distributed, followed by a discussion and assignment of board roles as follows: Nancy Clarke will oversee the work of JW Cox, groundskeeper. Ann Lammers will oversee the work of John Norton, maintenance. John Dolan will oversee the work of Deb Claffey, landscape designer.

Boxes of LHE files were distributed as follows:

Financial files (2 boxes) to be held by Treasurer.

Minutes (1 box) to be held by Clerk.

Unit files (1 box) to be held by Nancy Clarke.

General business files (2 boxes) to be held by Ann Lammers.

Minutes from previous meetings

Minutes from the April 2, 2009 meeting were read and approved as written
Minutes from the May 19, 2009 meeting were read and approved as written
Minutes from the May 27th annual meeting were read, and approved with one spelling correction (page two: "Disposition"), initialed on official copy by Directors.

Co-presidents' reports

Workers' comp: Audit was completed for First Comp; new policy is with Traveler's
Landscape's contract is in process; she begins work on June 19th.
Nancy Clarke will visit with representative of NHBB in near future.
Memo to local realtors, re notifications to prospective buyers, has been revised.
List of "Board Responsibilities" has been revised.

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Treasurer's report

There was no report due to the fact that we just had the annual meeting and the report was discussed at that time.

Bills were reviewed and initialed for payment. Julie will investigate opening a safe deposit box to store owner's documents regarding major condo improvements, for owners who provide such reports for our insurance company.

Pending business

In reviewing the information sent by the insurance carrier, it was agreed that before a final decision could be made regarding volunteer workers, further clarification was needed from the carrier.

Regarding the offer from a unit owner to plant flowers in the box at the beginning of the lower road, the board was happy to accept. At this time, annuals would be appropriate. Input about perennials & shrubs will be sought later from our landscape designer.

It was agreed to allow a unit owner to store green wood in the upper meadow, out of sight, temporarily.

Amendment to "Declaration of Condominium" is to be sent to mortgage holders for their approval. Ann will write cover letter. Midge will assemble addresses, with Nancy's help, and prepare the mailing.

There was a brief discussion of the bill from owner of Unit 9, pertaining to replacement of a window and associated repairs. A special meeting will be held soon to discuss in depth and reach a board decision.

The next meeting was scheduled for June 11th at 4:30 pm.

Meeting adjourned at 7:50 pm.

Respectfully submitted

Midge Gibbons
Clerk