

LHE Board Meeting
May 17, 2011
Unit #11

The LHE Board of Directors meeting opened at 6:50 pm. Attending the meeting was: Nancy Clarke, Director and President, Sonya LeClair, Director, Midge Gibbons, Director and Clerk, and Julie Clattenburg, Treasurer.

The minutes of the previous meeting, April 13, 2011 were read and accepted

TREASURER'S REPORT – Julie distributed a year to date treasurer's report. After review and some discussion, Nancy moved to accept the report, seconded by Sonya - all in favor.

CONTRACTS – Board members looked over the contract for Dub's Shrubs, and except for a few minor changes, the contract was the same as last year, and was signed by the members of the Board.

Nancy had received a contract from Allen and Mathewson, contractor for propane gas, and after some discussion, the Board decided to do some further investigation due to vague wording.

There is a possible leak in the irrigation system on the lower road, and Nancy, Rainmaker, the irrigation contractor, and JW. Cox will go over the system on Saturday, May 21st.

NOTICE OF RESIGNATION – Sonya LeClair advised the other members that unfortunately, due to personal issues, she will be tendering her resignation in the near future. This will leave a vacancy for a two year term as well as a three year term.

CORRECTION ON THE 2010 ANNUAL MINUTES – Nancy was notified by a unit owner of an error on page 3 Item #1. This will be discussed at the up-coming annual meeting and voted on at that time.

NEW AGENDA FOR ANNUAL MEETING – The agenda has changed slightly for the annual meeting and will be distributed at the beginning of the meeting.

The meeting adjourned at 8:45 pm
Respectfully submitted

Midge Gibbons, Clerk

**LONG HILL ESTATES CONDO ASSOCIATION
BOARD MEETING**

**May 17, 2001
Unit #11**

AGENDA

- A. Call to Order
- B. Secretary's Minutes
- C. Treasurer's Report
- D. Old Business

JW Contract to be signed by Board members
Discussion re Deb Claffey report and bill
John Norton and Gary Braun's information

- E. New Business

Resignation from Board of Sonya LeClair
Annual Meeting will be held June 1, 2011 at 7 pm
Change to be made in 2010 Annual Meeting minutes
Picnic and Yard Sale – add to Agenda ???
New Agenda needs to done

Allen Hollander will complete John Dolan's term on Board
Allen & Mathewson propane contract – needs clarification and work
Possible leak in irrigation system – Rainmaker and JW Cox will go
Over the system on Saturday am as Town has put meters back in
Deb Claffey and Sara Cox

Discussion about condition of crabapple trees
Discussion of resident email received
Suggestion by residents to remove pine trees shading garden

Trees can be girdled to allow them to die before removal
Authority of this by whom and should we discuss at Ann. Mtg?

Email from garden committee spokesperson re this project

New Board member suggestions

Budget changes/additions/deletions

Any further new business

- F. Adjournment

Long Hill Est Condo Assoc

May 2011 Cash Flow by Bank/Investment Account

Total Cash on Deposit as of May 1...	\$71,553.07
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Starting Cash in Ocean Nat'l Checking	\$26,556.45
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<u>Date</u>	<u>Transaction</u>	<u>Deposit</u>	<u>Withdraw</u>	<u>Chk #</u>	<u>Balance</u>
05/13	11437-Monadnock Disposal		295.00	11437	\$26,261.45
05/13	11438-Dub's Shrubs Lands		5990.00	11438	\$20,271.45
05/13	11439-PSNH		75.91	11439	\$20,195.54
05/13	Owner checks, batch 4202	6905.00		DP	\$27,100.54

Ending Cash in Ocean Nat'l Checking	\$27,100.54
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Starting Cash in Cap Replacement Savings	\$31,764.55
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<u>Date</u>	<u>Transaction</u>	<u>Deposit</u>	<u>Withdraw</u>	<u>Chk #</u>	<u>Balance</u>
	Ending Cash in Cap Replacement Savings				\$31,764.55

Starting Cash in Working Cap Savings	\$13,232.07
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<u>Date</u>	<u>Transaction</u>	<u>Deposit</u>	<u>Withdraw</u>	<u>Chk #</u>	<u>Balance</u>
	Ending Cash in Working Cap Savings				\$13,232.07

Starting Cash in Petty Cash	\$0.00
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<u>Date</u>	<u>Transaction</u>	<u>Deposit</u>	<u>Withdraw</u>	<u>Chk #</u>	<u>Balance</u>
	Ending Cash in Petty Cash				\$0.00

Total Cash on Deposit as of May 31...	\$72,097.16
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Long Hill Est Condo Assoc

Fees Due/Prepaid

Owners with a zero balance are not shown

Net Due/Prepaid (negative amount indicates prepaid): \$2,476.00

Due: 2736

Prepaid: 260

<u>Owner #</u>	<u>Owner</u>	<u>Unit Address</u>	<u>Balance</u>
1054	Regina & Alejandro Andres	34 Long Hill Estates	\$230.00
1031	Julie Clattenburg	31 Long Hill Estates	\$230.00
1056	Matthew Farhm	19 Long Hill Estates	\$230.00
1059	Marcie Pettee	04 Long Hill Estates	(\$260.00)
1053	David L. Poirier	12 Long Hill Estates	\$215.00
1026	M. Iline & Roger Sirois	26 Long Hill Estates	\$230.00
1051	Estate of Richard Torla,	27 Long Hill Estates	\$1,601.00

		Actual Expense	Budget	Remaining Budget
2010-11	56615 Water	3,143.11	1,400.00	(1,743.11)
2009-10		1334.86	2600	1265.14
2008-09		3076.78	2000	-1076.78
2007-08		1765.75	2000	234.25
2006-07		1062.48	2500	1437.52
2005-06		1047.45	3000	1952.55
2004-05		1961.09	2000	38.91
2010-11	56436 Plow	8575	10000	1425
2009-10		9400	10400	1000
2008-09		10690	12000	1310
2007-08		14670	10000	-4670
2006-07		4986	10400	5414
2005-06		5573.98	10400	4826.02
2004-05		10394.99	10000	-349.99
2010-11	56438 Other	1612	2500	888
2009-10		1343	3500	2157
2008-09		5670	4500	-1170
2007-08		6260	1500	-4760
2006-07		0	1700	1700
2005-06		0	1700	1700
2004-05		1200	2000	800

**Long Hill Estates Condominium Association
YTD Income/Expenses FY2010-2011 and Budget for FY2011-2012**

Income Category	Income Sub-Category	Actual Income 7/1/10-5/17/11	Budget Jul 10-Jun 11	Remaining Budget	Chg in Bud From Prior Yr
Assessments	41000 Owner Base Monthly	86,715.00	99,360.00	12,645.00	99,360.00
Investments	41100 Interest Earned	48.05	0.00	(48.05)	0.00
Miscellaneous	42000 Other Income	12,790.69	0.00	(12,790.69)	0.00
	42010 Garden Fund	0.00	0.00	0.00	0.00
	42015 Water- Garden Reimb	0.00	0.00	0.00	0.00
	42050 Porch Staining Reimb	0.00	0.00	0.00	0.00
	42100 Legal Fee Reimb	0.00	0.00	0.00	0.00
	42200 Late Fees	0.00	0.00	0.00	0.00
	42210 Interest on Late Fees	0.00	0.00	0.00	0.00
	42310 Maintenance Reimb	0.00	0.00	0.00	0.00
	42400 Workers Comp Rebate	0.00	0.00	0.00	0.00
TOTAL INCOME		99,553.74	99,360.00	(193.74)	99,360.00

Expense Category	Expense Sub-Category	Actual Expense 7/1/10-5/17/11	Budget Jul 10-Jun 11	Remaining Budget	Chg in Bud From Prior Yr
Administrative	50100 Bank Service Charges	0.00	0.00	0.00	0.00
	56010 Accounting Services	2,351.25	2,400.00	48.75	2,400.00
	56025 Dues & Subscriptions	0.00	0.00	0.00	0.00
	56030 Insurance	7,372.50	10,600.00	3,227.50	11,000.00
	56035 Legal Fees	0.00	2,000.00	2,000.00	400.00
	56036 Legal Fees-Reimbursable	1,399.00	0.00	(1,399.00)	1,000.00
	56045 Consultant/Educ Fees	0.00	0.00	0.00	0.00
	56050 Miscellaneous	254.03	745.00	490.97	600.00
	56055 Insurance Claim	12,790.69	0.00	(12,790.69)	(145.00)
	56060 Office Supplies	179.47	250.00	70.53	300.00
	56065 Postage	55.25	200.00	144.75	200.00
	56075 Taxes	2.00	75.00	73.00	50.00
Subtotal - Administrative		24,404.19	16,270.00	4,656.50	17,550.00
Buildings	56205 Painting	18,000.00	17,035.00	(965.00)	18,000.00
	56210 Pest Control	0.00	1,250.00	1,250.00	0.00
	56214 Repairs/Maint-Adm	3,240.00	4,320.00	1,080.00	(4,320.00)
	56215 Repairs/Maint-Labor	665.50	4,000.00	3,334.50	3,000.00
	56217 Repairs/Maint-Reimburse	0.00	0.00	0.00	(1,000.00)
	56216 Repairs/Maint-Materials	24.29	1,000.00	975.71	1,000.00
Subtotal - Buildings		21,929.79	27,605.00	5,675.21	23,250.00

**Long Hill Estates Condominium Association
YTD Income/Expenses FY2010-2011 and Budget for FY2011-2012**

Expense Category	Expense Sub-Category	Actual Expense 7/1/10-5/17/11	Budget Jul 10-Jun 11	Remaining Budget	Column 4 Budget Jul 11-Jun 12	Column 5 Chg in Bud From Prior Yr	Column 6 Monthly Fee
Funding of Funds	Capital Replacement Fund	12,600.00	15,120.00	2,520.00	16,320.00	1,200.00	37.78
	Subtotal - Funding of Funds	12,600.00	15,120.00	2,520.00	16,320.00	1,200.00	37.78
Grounds Maintenance	56405 Fertilization	0.00	1,500.00	1,500.00	1,500.00	0.00	3.47
	56415 Irrigation	700.00	1,200.00	500.00	1,200.00	0.00	2.78
	56421 Mowing	4,650.00	7,000.00	2,350.00	7,000.00	0.00	16.20
	56422 Spring Cleanup	2,900.00	2,750.00	(150.00)	2,900.00	150.00	6.71
	56423 Bed Maintenance	3,705.00	4,000.00	295.00	3,500.00	(500.00)	8.10
	56425 Tree/Shrub Maintenance	3,365.50	3,900.00	534.50	4,500.00	600.00	10.42
	56426 Fall Cleanup	1,540.00	1,540.00	0.00	1,540.00	0.00	3.56
	Subtotal - Grounds Maint	16,860.50	21,890.00	5,029.50	22,140.00	250.00	51.25
Loan Payment	93000 Loan Principal	0.00	0.00	0.00			
	93001 Loan Interest	0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Loan Payment	0.00	0.00	0.00	0.00	0.00	0.00
Roads & Winter Maintenance	56436 Plow, Sand & Shovel	9,380.00	10,000.00	620.00	10,000.00	0.00	23.15
	56438 Other Winter Maint	1,612.00	2,500.00	888.00	3,200.00	700.00	7.41
	Total - Roads/Winter Maint	10,992.00	12,500.00	1,508.00	13,200.00	700.00	30.56
Utilities	56605 Electricity	848.19	825.00	(23.19)	900.00	75.00	2.08
	56610 Trash Removal	3,245.00	3,750.00	505.00	4,000.00	250.00	9.26
	56615 Water	3,143.11	1,400.00	(1,743.11)	2,000.00	600.00	4.63
	56620 Water - Garden Reimburse	0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal - Utilities	7,236.30	5,975.00	(1,261.30)	6,900.00	925.00	15.97
	TOTAL EXPENSE	94,022.78	99,360.00	18,127.91	99,360.00	0.00	230.00
	NET OPERATING INCOME	5,530.96	0.00				

ASSETS:

	Jul 2010-June 2011	Bal 7/1/2010	Income	Interest
Ocean National Checking Account				
Capital Replacement Account*	25,479.61	12,600.00	32.94	27,100.54
Working Capital Account**	13,216.96	0.00	15.11	31,764.55

*Income for the Capital Replacement Account derives from the operating income (i.e., Owner Base Monthly Assessment).
**Income for the Working Capital Account derives from one-time payments of new owners and is not reflected in the operating income.