

To Do's: From LHE BOD meeting: JAN 4, 2012

Next Meeting: **FEBRUARY 14, 6.30** #13 (Allen's)

Allen:

- **To do** list to Nancy, Julie, Marcia, Faith
- w Faith: **Unit Data Sheets** finish up
- Roof **Snow Removal: Tell JW plan (per advice from Doug/Mark)**
 - o Rake if one foot or more of snow, 2 feet from edge , and temp will remain below freezing (ie: not melt away).
 - o Sunroom roofs are included
- **Mark Cassidy : Roofs**
 - o **plan** for inspection
 - o Get **quote** – to include all roofs (inspection and maintenance)
- Attend to **files (neaten up)**
- Review & organize **digitized By laws** and Rules books from Marilyn
 - o Print books for #12
- **Painting:**
 - o Get **quote** from Matt Harwood
 - o Make a record keeping **plan** for painting of buildings
- **Abutment** update (Glen, Sonya, Conservation Commission) – wait to Spring
- Get **online access** to bank accounts
- Monitor **Unit #12** (wait to March)
 - o Back window, sunroom window frames, 2 books, fireplace
- Monitor **Unit #11** (Midges sunroom window frames)
- Next **Social** event: **Movie Trivia Game Night**
 - o Feb 18, #13, 7.00 pm
 - o Check in with Sharon; Audrey
- **Flyer:**
 - o Roof and snow: sunroom roofs will be treated like all other roofs. (See notes above in "Roof Snow Removal...")
 - o Foreclosure sale update
 - o Ed Hampson will be researching and talking with residents about capital improvement and development ideas (make it sound fun)
 - o Next social event
 - o Renewing insurance – good till 2015
- w Nancy : coordinate **risk mgt announcement** (include fireplace inspection)
 - o Include in insurance update announcement being coordinated by Marcia
- Check with **Marilyn re: #27 lien, lawyer, etc.**
- Update **public phone and email contact info**
 - o Delegate to Audrey?
- **Ed Hampson**
 - o Tell him BOD is confident with our **cash staying in the bank**
 - o Tell him he has our **support to research capital improvement** ideas and get feedback from Association residents

Julie:

- Follow up with balance due owners (Fahrm, Porier)

Marcia:

- Determine what is **different regarding Insurance coverage** from old and new policies as related to coverage and deductibles. Important info for unit owners.
- Draft a short **cover letter** summarizing the above.
- **Coordinate notification to unit owners** regarding coverage changes

Faith:

- w Allen: **Unit Data Sheets** finish up
- **Search files for Unit improvement**
- Follow up with **Sue Callahan** for fee balance due

Nancy

- Type minutes, distribute to us
 - W Allen: coordinate **risk mgt announcement** (include fireplace inspection)
 - o Include in insurance update announcement being coordinated by Marcia
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Notes for Possible Future Discussions:

GARDENS:

- Triage decision needs to be made on what to do with front gardens
- Maybe master plan should be split into sections?
 - o Front gardens?
 - o Crab apple trees?
- What do residents want?
- What does board think is best
- How much to budget

James Stacy/spraying

- What to do with Weeding? Feeding?
 - o Do we want it?
 - o 2 sprays
- Some people are against it.

Trees/Shrubs:

- Shape?
- Removed from close to buildings?

Keep Irrigation?

- Should we end it.

Upper roads/fields, keep open?

- Bush hog? Clear? What do we want?

April Walk About

- Back Patio power washing
- Front porch staining (wait until after April to discuss)
 - o Find a resource
 - o Informs people
 - o Keep the status quo of your front porch (same color)-

Ongoing Bigger Projects & Assoc. Capital Improvement

- o Community Fun?
- o Trails and fields above and behind
- o Logging?
- o Animals?
- o Golf Green?