

Directors Meeting Minutes  
Promenade Towers  
April 19, 2018

Directors present: Nick Ciciretti, Andy Glassberg, Dave Mathieu, John Rastl, Mark Rockwood and Jim Zafirson

Directors absent: Megan Ladd

- 1) The meeting was called to order in the Community Room at approximately 7:00 PM.
- 2) The meeting minutes from March 15, 2018 were approved as written.
- 3) Treasurer's Report:
  - John Rastl presented a summary of our income and expenses through March. The Operating account balance was \$36,517 and the Reserve balance was \$634,955 as of March 31, 2018.
- 4) Unfinished Business:
  - The following mid-month decisions by unanimous emails were confirmed for the record:
    - The Annual Financial Report was approved March 25, 2018 which was then sent to all owners.
    - Installing LED lighting on pole in upper parking lot was approved on March 28, 2018. The cost will be \$1,150.
  - After follow-on discussion from last month's meeting, Mr. Rastl will get our attorney's interpretation and guidance on the responsibility for snow removal from poolside decks.
  - Smoke-free amendment. Mr. Rastl will provide draft wording for the amendment to the Board for review and then get our attorney's approval of the draft. The wording should be finalized before we have our meeting open to all owners for discussion of the proposed amendment. Of interest is the wording for how the grandfather provision would be applied to tenants.
- 5) New Business. None.
- 6) Property Manager report:
  - Fire alarm – The fire alarm system reported a “trouble” status on two different occasions in the last two months. Both problem areas were traced down and have been resolved.
  - Generator/fire pump replacement planning – David deBree is still working to get all estimates from vendors proposing generator replacements and fire pump replacements.
  - Building 1 cigarette smoke smell – A resident has reported smelling cigarette smoke. Mr. deBree has been assisting to try and locate the origin of the smoke and how it is getting into this unit.

- Two large trees behind our swimming pool are dead and need to be removed. Mr. deBree will get an estimate.
- Pool cover removal is scheduled for May 15 with deck power washing the following day.

7) Meeting was adjourned at 7:35 PM.

A handwritten signature in black ink that reads "John M. Rastl". The signature is written in a cursive style with a large initial "J" and "R".

John M. Rastl  
Acting Secretary