

Promenade East Condominium Association
dba Promenade Towers
Annual Meeting
September 12, 2018

Directors Present: Jim Zafirson, Megan Ladd, Nick Ciciretti, Dave Mathieu, Mark Rockwood and Andy Glassberg

Directors Absent: None

1. The meeting was called to order at approximately 7:00 PM in the Promenade Towers Community Room by President Jim Zafirson.
2. Roll call was taken with the following results: There were a total of 47 (out of 80) owners either in person (22) or represented by proxy (25). These 47 represented 59.09 percent of ownership interest.
3. Proof of Notice: Nick Ciciretti presented Proof of Notice.
4. Minutes of the September 13, 2017 Annual Association Meeting were approved as written.
5. President's Report: Mr. Zafirson made note of the many contributions made by John and Judith Rastl during their time living in Prom Towers. He commented that there are many new residents in the building since last year and encouraged those new to the building to become involved in the strong community we have here. He also remarked on the excellent job the Association is doing and the care and attention with which the property is maintained.
6. Treasurer's Report: Ms.Ladd reported the following –
 - The Operating account balance is \$22,546 and the Reserve account balance is \$665,490 as of August 31, 2018.
 - The budget for 2019 is being developed. The Board will have working drafts in early October and the expectation is to have the budget finalized for Board approval at the regular October meeting. Once approved, a copy will be sent to all owners.
 - A small increase in condo fees is anticipated. It will be approximately the same as inflation over the previous 12 months.
7. Unfinished business: None.
8. New business:
 - IRS 70-604 Election for 2018. As explained by Ms. Ladd, this is an annual election by the membership. She made a motion that any excess of membership income over membership expenses, for the tax year ending December 31, 2018, shall be applied against the subsequent tax year member assessments, as provided by IRS Revenue Ruling 70-604. The motion was seconded and approved by the members. Documentation is attached.

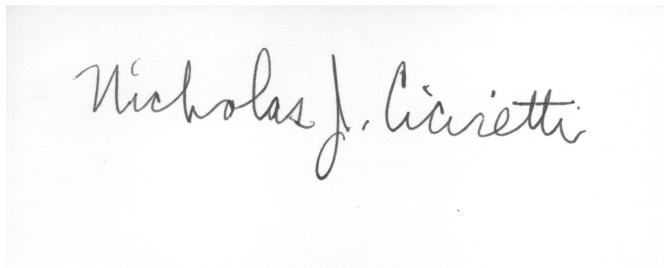
- Since membership at the meeting (in person or by proxy) was 59.09%, short of the 67% required to approve a declaration change, it was decided to table a vote on the smoke-free amendment. The amendment will be revisited at some future time.
- Election of Board of Directors members. There were four open positions for the Board. The following individuals volunteered for these positions:
 - Jim Zafirson
 - Dave Mathieu
 - Mark Rockwood
 - Jeff von Munkwitz-Smith

Mr. Zafirson invited each of the above to briefly introduce themselves. The candidates were elected by a show of hands. Mr. Mathieu was elected to a one-year term and Messrs. Zafirson, Rockwood, and von Munkwitz-Smith were elected to three-year terms.

The current Board members, listed by term expiration, are as follows -

	Term Expires
Dave Mathieu	2019
Megan Ladd, Treasurer	2019
Nick Ciciretti, Secretary	2020
Andy Glassberg	2020
Jim Zafirson, President	2021
Mark Rockwood	2021
Jeff von Munkwitz-Smith	2021

9. The meeting was adjourned at approximately 7:20 PM.



Nick Ciciretti
Secretary

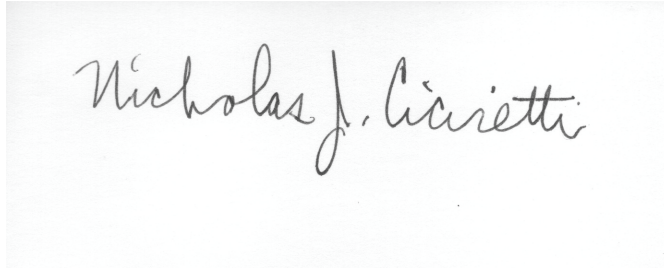
Attachments: Resolution – IRS Ruling 70-604 Election

Directors Meeting
Election of Officers

A brief Directors Meeting was held immediately after the Annual Meeting at 7:25 PM in the Community Room. The following officers were elected for the coming year:

Jim Zafirson, President
Megan Ladd, Treasurer
Nick Ciciretti, Secretary

The meeting was adjourned at 7:35 PM.

A rectangular box containing a handwritten signature in cursive script that reads "Nicholas J. Ciciretti".

Nick Ciciretti
Secretary

**ELECTION UNDER REVENUE RULING 70-604
EXCESS INCOME APPLIED TO FOLLOWING YEAR ASSESSMENTS**

WHEREAS the Promenade East Condominium Association, Inc. is a Maine corporation duly organized and existing under the laws of the State of Maine; and,

WHEREAS, the members desire that the corporation shall act in full accordance with the rulings and regulations of the Internal Revenue Service;

NOW, THEREFORE, the members hereby adopt the following resolution by and on behalf of the Promenade East Condominium Association, Inc.:

RESOLVED, that any excess of membership income over membership expenses, for the tax year ending December 31, 2018 shall be applied against the subsequent tax year member assessments. as provided by IRS Revenue Ruling 70-604.

This resolution is adopted and made a part of the minutes of the membership meeting of September 12, 2018.

PROMENADE EAST CONDOMINIUM
ASSOCIATION

BY: _____
James Zafirson, its President

ATTESTED: Nicholas J. Ciceretti
Nicholas Ciceretti, its Acting Secretary