1629 Clarkson HOA Board Meeting
(Phone Meeting)
11/30/09

Attendees: Jeff Stratton, Sarah Hunt

Items of Discussion:

1) *Shoveling of front walks after major snow fall*
Sarah is in discussions with a man who lives in a neighboring building who has expressed interest in shoveling the walks.

2) *Installation of Electric Outlets in Hallways*
Jeff will get info/bids on the installation of one electrical outlet in each of the hallways.

3) *Laundry Room Equipment*
General discussion of the pros & cons of installing HOA-owned washers/dryers. The current equipment is barely adequate & not generating much revenue The current contract expires early 2012, so, if the decision is made to not renew the current contract, arrangements need to be made soon and notification of termination of contract needs to be delivered in a timely manner to avoid automatic renewal.

The laundry room light switch should be replaced with a motion sensor that automatically shuts off after a certain period of time. This would be a good idea for the light switches in the rest of the basement storage areas as well.

4) *General Condition of Building*
Hallway walls are getting scuffed & need touch-up paint. Hallways/common areas are not being cleaned on a regular basis – query to CMR concerning the status of cleaning personnel has gone unanswered. Light bulb replacement is an ongoing job – Sarah will discuss with the man who wants to do the snow shoveling whether he would be interested in doing this maintenance task.

5) *Springtime tasks*
Will do a "walk-around" in the spring to identify tasks that need to be done – already identified are 1) a clean-up of the south & west sides of the building; 2) fix south neighbor's fence which has been damaged by misplaced landscaping stones (tentatively to be done by the same neighboring man who will be doing the snow shoveling); 3) clean out the construction debris from the storage room and replacing the lock on the door with a dead bolt.

6) *Smoke detectors that are missing or malfunctioning* continue to be an issue. We need to have the batteries replaced in all smoke detectors every 6 months. It is time to have these replaced. There should be a supply of 9 volt batteries in the storage room.

7) *Concern about CMR's seeming lack of: response to queries / of regular communications / of attention to details.*

Jeff suggests an ‘in-the-office’ meeting with Steve to discuss these concerns, With the Dec statement mailings came an announcement that Board/Owners Meetings have been scheduled for 2010 – neither Jeff or Sarah were consulted about such scheduled meetings.