

Cambridge Courts Condominium Board of Directors Meeting
December 14, 2005

I. Call to Order

The meeting was called to order at 6:30 p.m.

II. Quorum Count

Board Members present: Brenna Copeland, Lorraine Bailey, Cara Carter, Rosemary Gorski, DeAnna Renko, and Property Manager Jeff Bridges.

III. Officer Selections

After a discussion, the Board members accepted the following positions: Rosemary Gorski, President; Lorraine Bailey, Vice President; Brenna Copeland, Treasurer; DeAnna Renko, Secretary; and Cara Carter, Member-at-Large.

IV. Budget

Rosemary suggested that the Board review the 2006 operating budget at the January meeting. Brenna can email Jeff with any financial questions.

V. Administrative Items

1. Dryer vent cleaning: Jeff will draft a letter to be sent to the unit owners who did not have their vents cleaned advising them to contact Bio-Duct and set up an appointment.
 - a. The new exterior vents will be one piece affixed to the façade.
2. Chimney cleaning: Owners who did not have their chimneys cleaned by Chim-Chimney during the designated time period will be required to send a letter to ProCam with documentation when the cleaning was done.
3. Exterior painting: The exterior entry doors and wood trim painting is scheduled to begin in the spring. The color for the doors needs to be a priority with the Hallway Committee. It was suggested that the Hallway Committee present a report at the February Board meeting.
 - a. AMS Services has made a proposal for the exterior painting. Jeff will solicit two more proposals.
4. Door replacement: **Motion was made to accept the proposal from AMS Services to replace the rear utility room door at 2505. Passed.** Total cost is \$1,550.

5. Insurance claim: **Motion was made to pay the \$6,245 on behalf of the owners of unit 2703, 102B. Passed. One opposed.**
6. 2004 Audit: Jeff will question the auditors, Goldklang, Cavanaugh & Associates, why the 2004 audit was not sent out until December 2005.
7. Termites: Due to a negative termite inspection by a company of a unit being sold and the concern it generated, Jeff had Action Environmental do a second inspection. Action documented that they found no indication of termites. Jeff will check with legal counsel when there is one negative and one positive termite inspection.
8. Number of dogs allowed per unit: The question was raised as to how many dogs are allowed in a unit. Two are allowed, but the complaint of two large dogs are an issue to be addressed by the Covenant Committee.

VI. Adjournment

The meeting was adjourned at 8:15 p.m.