

**Cambridge Courts Condominium Board of Directors Meeting
February 21, 2007**

I. Call to Order

Meeting was called to order at 6:35pm

II. Quorum Count

Board Members present: Rosemary Gorski, President; Lorraine Bailey, Vice President; Cara Carter, Treasurer; Jon Fisher, Secretary; DeAnna Renko, member at large; and Jeff Bridges, Property Manager.

III. Owners Forum

Christine Smythe, Unit 2607 #102: (1) Report on landscaping. She is interested in using drought-resistant plants and the use of evergreens. She reported a number of problems with dead and diseased plants; one blade runner planting has ~80% dead plants. She provided a written proposal to the board.

DeAnna Renko, Unit 2411 201: (1) an interior light bulb is out at the base of the stairs; several weeks have gone by without it being replaced. Jeff has reported that we now have the supplies and this should be addressed; Luis should be going through once per week to check for these. (2) What day of the week does he work on each of his assigned tasks? (Jeff has to check for the daily schedule) (3) In mopping the floor, Luis appears to be possibly just moving the mud around rather than actually mopping with a bucket of water. Carpet is also not frequently vacuumed on stairs to the basement. Jeff meets with him often to be sure he has enough supplies; he will meet again to be sure he understands the job. Jeff has seen him going around cleaning windows and doing vacuuming.

Jon Fisher, Unit 2811 101B: (1) walls outside of his unit still need to be repaired; large holes are still visible behind and above the baseboards. Jeff says this should have been fixed already, he will look into it. (2) Water is still leaking in the basement storage area of the NW building (2807). Jeff recommended that we check to see when the water is leaking, and we can then follow up with a water test.

IV. Minutes from the Previous Meeting

Motion was made (Jon) and seconded (Deanna) to approve the minutes of the October 26 meeting. Passed.

Motion was made (Jon) and seconded (Cara) to approve the minutes of the January 24 meeting. Passed.

V. Reports from Officers

Cara, Treasurer: We record expenditures on a cash basis (as opposed to accrual), but for some items we should know when they occur and budget accordingly. For example, we pay the water bill quarterly but budget for it monthly. Jeff suggests adjusting the budget to account for this.

Jon, Secretary: I will provide Jeff copies of issues being tracked in a database I'm working on to stay abreast of issues that need to be resolved.

VI. Management Report

Uncashed Check: Jeff reported that the unit owner who had not cashed their check for damages will be re-issued a new one. They reported damages long after they occurred, and were dissatisfied with the amount of money that the insurance company provided.

Façade repairs in the three units reporting leaks can proceed as soon as the weather is warm enough that it won't drop to freezing for 24 hours. They will be replacing damaged mortar and putting on a brick sealer. To fix the chimney they will need to rent a lift and take out some holly bushes. Jeff will check with Christine on how to deal with trimming or removing them. A cost estimate should be ready in a couple of days.

Water/Sewer Invoices: We have a proposal for a water audit company which would charge us based on a portion of the water savings we realize after they make inspections and recommendations in each unit. They would likely recommend fixing any identified leaks, installing low-flow toilets and showerheads, faucet aerators, etc. Given our drastically increasing water costs the last few quarters, this could be an excellent opportunity to reduce them with little or no up-front costs. Jeff expects to have a proposal from both Triple-State and Water Management within the next week to ten days.

Cable Service: Verizon is willing to run fiber optic cable to our buildings at no cost to us. This would allow residents to subscribe to internet, telephone, or cable through them. This provides an alternative to satellite dishes which currently can't be installed, as well as other telephone and cable services. There has been increasing interest from residents to look into alternative service such as this.

VII. Business Items

New Business

1. Website Updates: Rosemary tried to make some updates, but some content has unintentionally disappeared.
2. List of Contractors: We want to ensure that contractors at our property are licensed and bonded, so we'd like to send out a list of potential contractors for a variety of services, as well as guidelines for hiring others. Jeff also recommends referencing the page in the community handbook where a

few of them are listed. Jon recommended allowing unit owners to submit information on their experiences.

3. Construction Debris/Trash Removal: Cara reported some dumping of carpet and other debris into one of the dumpsters a couple of weeks ago. We get charged for this kind of debris, so need to be sure that residents understand the extra costs that this incurs. If anyone sees someone doing this, please identify them to ProCAM so that they can be assessed the fee (~\$175-400 based on weight). Trash is picked up three times a week, recycling once a week.
4. Legal Counsel: A number of residents and board members have expressed interest in changing legal counsel. Jeff says that lawyers dealing with condominiums often have to be fairly tough and aggressive because residents can be extremely forceful as well. However, he acknowledges that Dan can be abrupt and abrasive. Jeff suggest we talk to Joe Douglas at Whiteford, Taylor, and Creston, whom he has worked with for over 20 years, although he knows of about 10 firms in the area working in this area. Fees should be comparable. We want to be sure we're not on the back burner since we are a relatively small condominium association, so we may want to consider a smaller firm. Jeff will investigate our options.

Old Business

1. Special Assessments: Several people have indicated problems with not receiving information on the assessments. Jeff has been following up with them.

VIII. Adjournment

The meeting was adjourned at 8:25pm