

**MANCHESTER IV CONDOMINIUM ASSOCIATION, INC.**  
**A Corporation Not-for-Profit**

**SUBJECT:** Minutes of the Board of Directors Meeting  
**DATE:** Monday, August 25, 2008  
**TIME:** 3:00 P.M.  
**PLACE:** Federation Conference Room

**PRESENT:** ALICE GALLAGHER  
CARMELITA GRAY

HANK HOSMAN  
HAROLD SCOTT

1. **Opening** – A quorum was established, with four members present and the President, Hank Hosman, called the meeting to order.
2. **Minutes** – Reading of the Minutes of the July 28, 2008 meeting was waived and the Minutes approved as presented. Motion by Harold Scott, seconded by Carmelita Gray, passed unanimously.
3. **Treasurer's Report** – Carmelita Gray reported that Sterling continues to have problems with their new software system. She reviewed the report dated June 25, 2008 which was accepted as read. Motion made by Alice Gallagher, seconded by Harold Scott, passed unanimously. Carmelita reported that she has notified Pat Kay at Merrill Lynch that we will require monies for the painting project around Feb.-March of next year.
4. **Committee Reports** – In Nan Dollins' absence, Alice Gallagher reported that a Get Well card had been sent to Robert Brennan, recuperating from an accident at home.
5. **Unfinished Business**
  - A. **Driveway Survey/Letter to Owners** – The paperwork with Shamlin Construction has been completed and the accepted price of \$8,376 will hold unless an unexpected increase in concrete takes place before November-December. Carmelita will notify Pat Kay that we will need approximately \$9,000 for this project.
  - B. **Discussion of Proposed Pet Amendment** – After discussion, it was agreed that Alice Gallagher will type up the Pet Amendment for delivery to Connie Martin at Sterling who will obtain legal approval in time for the September issuance of the first notice. Motion to finalize amendment for submission for legal approval made by Harold Scott, seconded by Carmelita Gray, passed unanimously.
  - C. **Sod Replacement** - Hank investigated what has been completed vs. what has not and has issued a new letter listing same. He is awaiting an answer and will report back on this. Carmelita stated that she believed the method used for mowing is causing lawn damage and Hank will speak to Valley Crest on this subject.
  - D. **Discuss Draft Paint Contract/Specifications** - Hank reported on the status of the project and has received information from four recently painted associations. They all used Sherman-Williams paints and the same painter and were all pleased with the results. Hank presented samples of the paints which closely match the houses and a listing will be made of the houses and the correct color to be painted on each. The specs have been completed and the bid package will be given to Connie Martin in the near future.
  - E. **Bio-Barrier 821-823 McCallister** – The request has been submitted, the money approved but the work has not been completed as yet. Hank will follow up on this project.

**F. Removal of Palm at 826 McCallister** – This project, with a final approved cost of \$110, has been completed.

**6. New Business**

**A. Interim Vice President** – A motion nominating Harold Scott for Interim Vice President made by Hank Hosman, seconded by Carmelita Gray, passed unanimously.

**B. Discuss Reduction of Board Members** - Because of the difficulty in obtaining volunteers to serve on the board, it was decided to update the Amendment drawn in 1998 to lower the number of Board members from seven (7) to (5) for presentation to the membership. Motion made by Alice Gallagher to accept the verbiage with noted corrections of article IV, Section 1 of the By-Laws, seconded by Carmelita Gran, passed unanimously. The information will be submitted to the Board for approval and then brought to Connie Martin of Sterling for legal review.

**7. Good & Welfare**

Emily Florio reported that Valley Crest has been spraying her plants and the spray is killing them. Hank explained that Valley Crest is under contract to spray all common areas and the plants must be within the popcorn area nearest the home. Mrs. Florio, along with Nuri Georges and Carmelita Gray voiced complaints of Valley Crest spraying cut grass toward the homes when cleaning up. Hank will speak to Valley Crest about these reports.

**8. Schedule Next Meeting** – The next meeting will be held on Monday, September 29, 2008 at 3:00 p.m. in the Federation Conference Room.

**9. Adjournment** – The meeting adjourned at 3:35 p.m.

Respectfully submitted,

Alice M. Gallagher, Secretary