

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

**SUBJECT:** Minutes of the Board of Directors Meeting  
**DATE:** Friday, October 24, 2008  
**TIME:** 3:00 P.M.  
**PLACE:** Federation Conference Room

**PRESENT:** ROXINE ARCHBALD  
CARMELITA GRAY

HANK HOSMAN  
MICHELLE JOLLY

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 September 29, 2008 meeting was waived and they were approved as presented. Motion by Michelle Jolly, seconded by Carmelita Gray, passed unanimously.
3. **Treasurer's Report** – No report was available.
4. **Committee Reports – Sunshine Committee** – Nan Dollins reported get well cards were sent in September to Al Hurlbrink, Joe Scullion and Donna LaRobardiere. No cards were sent during October. **Social Committee** – Roxine Archbald reported she deposited the check given her by Hank Hosman from the Manchester Holiday Account in the amount of \$284.26. The present account balance is \$579.47.
5. **Unfinished Business**
  - A. **Status of Director Amendment** – Proposed amendment is presently being reviewed by the attorney.
  - B. **Status of Proposed Pet Amendment** – Proposed amendment is presently being reviewed by the attorney.
  - C. **Sod Replacement** – Some of the sod reported to be replaced has been removed and the areas will remain without sod until the trailer with the new sod arrives.
  - D. **Paint Contract – Proposals Review and Selection** – A review of the specs and bids and comparison of the two bidders (Drew Real Estate and Maintenance Services LLC and Bartlett Painting) was conducted. After discussion, a motion made by Roxine Archbald, seconded by Michelle Jolly, to hire Bartlett Painting passed unanimously. Painting will begin March, 2009.
  - E. **Possible Special Assessment – Master Association Portion of 36<sup>th</sup> Street Boundary.** The status of this project was discussed and the Master Association has scheduled a meeting for Wednesday, November 15<sup>th</sup> at 1:30 p.m. in the Banquet Room of the North Clubhouse. The public is invited.
  - F. **Discussion of Proposed Meeting Dates and Times for 2009** – The following dates and times for the 2008-2009 Board meetings were agreed to: **2008** – Friday, November 14<sup>th</sup> at 3:00 p.m., Friday, December 12<sup>th</sup> at 3:00 p.m. **2009** – Friday, January 16<sup>th</sup> at 3:00 p.m., **Annual Meeting, Wednesday, February 4<sup>th</sup> at 1:30 p.m. in the Banquet Room of the North Clubhouse,**

Friday, March 27<sup>th</sup> at 3:00 p.m., Friday, April 24<sup>th</sup> at 3:00 p.m., Friday, May 22<sup>nd</sup> at 3:00 p.m., Friday, June 26<sup>th</sup> at 3:00 p.m., Friday, July 24<sup>th</sup> at 3:00 p.m., Friday, August 28<sup>th</sup> at 3:00 p.m.,

Friday, September 25<sup>th</sup> at 3:00 p.m., Friday, October 23<sup>rd</sup> at 3:00 p.m., Friday, November 13<sup>th</sup> at 3:00 p.m. and Friday, December 11<sup>th</sup> at 3:00 p.m. All meetings, unless specified otherwise, will be held in the Federation Conference Room.

## 6. New Business

- A. **Annual Meeting Agenda/Resolutions** – Hank reviewed the complete outline for the Agenda as well as the proposed resolutions. A motion made by Roxine Archbald, seconded by Michelle Jolly to approve the COA resolution (\$3 to COA, \$1 to Library and \$1 to Health Services – total of \$5.00) passed unanimously. The proposed amendments (Pet and Board Director Reduction amendments) will also be included in the Agenda.
- B. **Property Insurance – Replacement Cost Appraisal** – Hank Hosman presented a book issued by Sterling Management which provides a breakdown of all available models in Manchester IV, their estimated value, depreciation, and replacement costs. Because there is only one book, a notice will be posted on the bulletin boards indicating where this information will be available for viewing by the residents.

## 7. Good & Welfare

Hank Hosman reported that a new exterminator has been chosen for Kings Point. The name is “Prevail” and the same procedure of calling Sterling for this service will apply.

A Modification form for window replacement at 833 McCallister Avenue was submitted and approved.

Nan Dollins asked if there was a contact at Sterling to answer questions pertaining to pipe replacement. Hank will report on this.

Phil Eaton thanked the Board for the quick response he received on the repairs needed at his home.

Roxine Archbald thanked Hank Hosman for watering her lawn while she was away.

The next meeting will be held on Friday, November 14<sup>th</sup> at 3:00 p.m. in the Federation Conference Room.

The meeting adjourned at 3:54 p.m.

Respectfully submitted,

Alice M. Gallagher, Secretary