

Exeter Professional Park

Annual Meeting Minutes

Tuesday, July 12, 2011

Ted Alex of True North Property Management opened the meeting by introducing Toni Spinney, TNPM's bookkeeper.

Accounting Report:

Budget might be short the last half of the year, due to all the snow maintenance last winter.

Property Manager Report:

Over the past year, hired new electrician, this will save money in the future by not having to call out more than one tech.

Met with Site Structures, got a good price from Chris-Co, but there was an extra charge because they had to deal with cement.

True North will meet with the AC person, and find out what is going on regarding the back room freezing, the damper downstairs blowing cold air. He will hire East Coast.

True North will contact the insurance company and get info to take care of the exterior of the building in regards to excavating and removing the brick patio.

As of Dec. 1 there will be a huge savings in waste removal.

It was decided that if any household garbage is dumped in the dumpster, someone from True North would go through and find addresses of the person who is dumping, and send them a letter. There will also be signs posted to deter illegal dumping.

It was decided to move the Annual Meeting date to January 25, 2012, to coincide with the Association's Year End.

True North will get estimates on resealing the parking lot.

It was decided to replace the lights on the lamp post with LED heads, which would be a big savings and potential energy credits.

True North will have an energy audit completed before the next board meeting.

Meeting adjourned.