

Top of the Surf Board Meeting
Tuesday, December 12, 2013
7PM 2rd Floor Front Porch

Present: Jeffrey Botto, Ben Cannavo, Terry Hermans,
Tom Marino, and Peg Murphy
Absent: Ted Alex

- I. Welcome
 - a. The meeting began at 7:05.
- II. Approval of Minutes
 - a. The minutes from November 11, 2013 were approved unanimously.
- III. Financials
 - a. All delinquent unit owners are in process of paying their fees. Current invoices are being sent out on Friday (for January).
 - b. Given that Terry Lee conveyed to Ben, Terry Hermans and Peg that he would be his outstanding condo fee, Peg made a motion to forgive the \$12.86 associated with the legal fees on the lien of Unit 12. Tom seconded the motion—unanimously approved.
 - c. Budget was briefly discussed, including the potential impact of the loan. The Board also reviewed the General Ledger and Balance Sheet. Discussed ways of efficiently using True North and combining, when possible, trips as a way of controlling costs.
- IV. Old Business
 - a. The Loan/Projects
 - i. Board discussed status of the loan (including sheetrock, pipe insulation, etc.), including the delay in procurement. Ted is going to get an update on Thursday. Jarod is giving us an estimate on replacing the metal hatch, and starting the structural project the week after Christmas or the first of the year.
 1. The benefit of sheet versus blown-in insulation was discussed.
 - ii. Peg will communicate with Ted about getting more estimates for capital assessment.
 - iii. Water leaks were briefly. At some point in the future we may want to check units to save money on water if anything is running.
 - b. Wish List
 - i. The list of projects was discussed.
 - ii. Terry made a motion to use the assessment funds to clean the carpets, paint the walls, and sanding and coating of the woodwork (stairs, sides, etc). Seconded by Ben. Unanimously approved.
 - c. Bluestone mortar was completed, as well as heat tape around the pipes in the garage. New motion sensor light sockets have been installed in the main garage.

V. New Business

- a. The Board discussed a more formal way of distributing jobs among board members to cut down on project delays.
- b. Tom agreed to do the homeowner insurance request project.

VI. Adjourn

- a. Peg made the motion at 8:43, which was seconded by Ben and unanimously approved.

Respectfully submitted,
Jeffrey C. Botto
Secretary