

Tudor Manor
Board Meeting Minutes
May 18, 2015

In attendance: Ken Miller, Vice President; Jared Buffington Sec/Treas; Shannon McCarthy HOA Manager.

General owners in attendance: Kerstin Tomson, Kaitlin Skilken, Chase Deforest, Betty Sweetman

- I. Call to order at 5:30 pm
- II. Board vacancy. Steve Embriz has sold his unit. Chase nominated Kaitlin to join the Board of Directors. Kaitlin agreed. All voted in favor of Kaitlin to join the Board.

II. Financial report.

Shannon read the financial report as of April 30, 2015
Boiler replacement was paid in the amount of \$21,520.00.
Operating balance: \$11,292.33
Reserve: \$17,447.91
\$7K to be moved to the reserve from operating.

III. Manager Report:

- A. Boiler replacement
Nothing to report
- B. New Business
 1. The trees are due to be trimmed. Shannon will get a quote.
 2. The doors to the meeting room are to have deadbolts installed with the locks to match the main door access key.
 3. Tough up painting and carpet cleaning to be considered for a summer project
 4. Ken's unit has a ceiling leak but only happens in a heavy snow. The issue will be looked into and the ceiling repaired

IV. Next meeting July 20, 2015. 5:30 PM

V. Adjournment