

Board of Trustees Meeting Minutes
Wednesday, January 30, 2013 7:30 pm

1. **Call to Order and Acceptance of Minutes:** *Chair Kelly called the meeting to order at 7:32pm. Trustees present: Laura Kelly (Chair) and Les Gosule (Treasurer). Joe Yeretsian joined the meeting shortly thereafter. Chair Kelly reported that the Trustees had previously accepted the minutes from the November 28th meeting. Copies of the minutes were provided to those present (also available on the website)*
2. **Treasurers Report:** *Treasurer Gosule provided an overview of the Seaport's financial performance through November 30, 2012. He noted that the December 31, 2012 statements were not yet available, as the accountant was making year-end adjustments. A copy of the November 30, 2012 statements was provided to those present. Contact management for a copy of the statements.*
3. **Progress report on current projects**
 - a. **Hot Water Tank Project:** *Chair Kelly provided an update on the hot water project. The migration to the new system was completed earlier that day. There will be adjustments made as necessary and the old tank will be removed in the upcoming days.*
 - b. **Garage Project – Tree Removal:** *Chair Kelly provided an update to the garage project. The Board of Trustees is currently waiting for the scope documents from the engineer. Once received, the documents will be sent to contractors to solicit bid proposals. She also reported that, in part of the review of the garage project, there were several trees identified to be removed. These specific trees are located just above the garage entrances on both Marina Drive and the South Entrance. It is expected that they will be removed in the upcoming months*
4. **Parking**
 - a. **Visitor Parking –** *Chair Kelly reminded those present that the front parking area is for visitors only. Owners and tenants should be parking in the garage. If residents need additional parking in the garage, the Association has spaces available for rent or purchase. In addition, individual unit owners may also rent their spaces.*

- b. **No Parking Zones** – *Chair Kelly stated that there should be no parking in the designated fire zones / no parking zones in the garage or in front of the entrance.*
 - c. **Items Stored in Parking Spaces** – *Only vehicles should be in parking spaces within the garage. By exception, Management currently also allows individual shopping carriages. Chair Kelly reported that several individuals have accumulated other items – such as bags, boxes, bicycles, sporting equipment and beach equipment. Management will be contacting these individuals directly to remove the items.*
5. **Upcoming Annual Meeting and Board of Trustee Election:** *Treasurer Gosule reminded those present that the Annual Meeting and Annual Election of Trustees is scheduled in April. Nomination forms will be distributed in the upcoming months. Those interested in running for a position on the board are encouraged to complete the form and return it as instructed.*
6. Other items discussed:
- a. There was a request and general discussion regarding a maintenance plan for patio/balcony painting. The Board and Management will discuss a plan to add to the annual budget.
 - b. There was a request to clean (sweep) the garage. The Trustees explained that any cleaning would be deferred until the garage project is complete.
 - c. There was a request to extend the fitness center hours. Chair Kelly discussed the length of time dedicated to this matter over the past year. She reported that the Board of Trustees position was to support the majority opinion as expressed in a survey distributed in 2012. The majority of those that responded indicated that the current time (5:30am – 9:30pm, 7 days) was preferred (*See minutes from May 2013 meeting*).
7. Adjournment 8:35pm

The next meeting of the Board will be held on Wednesday March 27, 2013 at 7:30 pm

BOARD OF TRUSTEES

Laura Kelly, Chair
Les Gosule, Treasurer
Joanne Farnham
Joseph Yeretsian