

Board of Trustees Meeting Minutes
Wednesday, September 26, 2012 7:30 pm

1. **Call to Order:** *Chair Kelly called the meeting to order at 7:40pm. Trustees present: Laura Kelly (Chair) and Joe Yeretsian; Joanne Farnham joined the meeting shortly thereafter. Absent: Gosule (Treasurer). Management present: Kiran Ruparel.*
2. **Acceptance of Minutes:** *Chair Kelly reported that the Trustees had previously accepted the minutes from the July 25th meeting. The minutes are available on the website.*
3. **Update on Trustees:** *Chair Kelly reported that Trustee Muscante has resigned from his position as a Trustee. As he had previously reported, Muscante's unit had been on the market and has since gone under agreement. Chair Kelly provided an overview of the options surrounding the vacant position, as detailed in the Declaration of Trust.*
4. **Treasurers Report:** *Treasurer Gosule was unable to attend the meeting. The financial statements were made available to those present. Unit owners can request a copy from Management. Specific questions should be addressed at the next Board Meeting or can be sent via email to board@seaportcondominium.com.*
5. **Progress report on Hot Water Tank Project:** *Chair Kelly provided an overview of the hot water tank project. The Board of Trustees has received and reviewed bids from three contractors. The Trustees are currently in the process of obtaining references and plan to execute the contract upon completion of favorable reference checks.*
6. **Progress report on Garage Project:** *Chair Kelly reported that the Board of Trustees has received the draft report from the contractor on the exploratory excavation phase of the garage project. The Trustees plan to meet to review the report and determine the next appropriate plan of action.*
7. **Proposed Amendments to the Declaration of Trust and Master Deed**
 - a. **Overview of the Proposed Changes:** *Chair Kelly provided an overview of how the Board of Trustees came to decide to pursue the three proposed changes. The discussion was opened for comments and questions.*
 - b. **Terms of Trustees:** *No comments or questions*
 - c. **Homeowners Insurance Requirements:** *No comments or questions*

- d. **Pet Policy:** *Trustee Yeretsian provided an overview of the survey that will be distributed in the upcoming month. The intent of the survey is to obtain feedback from those unit owners that are not able to attend the scheduled meetings.*

There was a lengthy discussion regarding the proposed amendment and the distribution and collection of the survey.

A unit owner proposed that the survey be distributed, collected and reviewed by a subcommittee of volunteers. Chair Kelly declined the proposal, stating that the survey will be distributed by Fisher Financial. She explained that this will ensure (as best as possible) delivery to all unit owners, including absentee owners. Because collection of the completed surveys should be held in confidence, the survey will be collected through the Management Office and reviewed by the Board of Trustees.

8. **Open Comments and Discussion:** *A unit owner inquired about the addition of matting in the fitness center. Chair Kelly responded that the Board of Trustees had discussed this matter earlier in the year and would respond to the unit owner directly.*
9. **Adjournment:** *Meeting adjourned at 8:25pm*

The next meeting of the Board will be held on Wednesday November 28, 2012 at 7:30 pm

Respectfully submitted,

Laura Kelly

BOARD OF TRUSTEES

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

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