

Sterling Woods II
Master Board Meeting – Open Session
Draft of the Minutes – May 19th, 2010

Call to order and establish a quorum – George Holland called the meeting to order at 7:30 PM. Present were George Holland, President (President of the Summit); Steve Andrewson, Vice President (President of the Willows); Stan Kishner, Treasurer (President of the Birches); Joe Wielock, Secretary (President of the Maples) and Mike Palica, Director (President of the Elms).

Andrew Taylor, Director (President of the Oaks), was unable to attend the meeting.

Art Stueck and Kim Murray attended on behalf of REI Property and Asset Management.

Request of owner(s) to speak –

Ed and Julie Lozito of 2005 Cypress Drive attended the Board meeting. They expressed concerns with regards to communications and delays in repairs to their unit as a result of the fire that impacted their unit. The Lozito's made several requests of the Board and the Board agreed to promptly consider and act on those requests. Every effort will be made to obtain approvals for additional work requested of the claim adjuster and have the repairs completed by 7/1/2010.

Ratification of the minutes –

Stan Kishner made a motion to ratify the minutes from the April 28th, 2010 Master Board Meeting Open Session. Joe Wielock seconded the motion. Without objection, the meeting minutes were approved.

Treasurer's Report - Stan Kishner

Income for the month of April was \$96K. Expenses and Reserve transfers were \$80.5K. Net income was \$15.5K. Large expenses for the month were the monthly landscaping maintenance obligation and the final snow removal payment. Year to date net income is \$58K.

Reserves are \$1.3M and total assets are \$1.5M.

There was one resale in April – a Beechnut for \$325K. There is an anticipated resale in May – an Acorn for \$290K.

George Holland thanked Stan for his report.

Landscaping Committee Report – Carole Torro, Chairwoman of the Landscaping Committee

Mulching of the entire site is complete. The street sweeper was on site on May 11. The spring lawn repair list was submitted on May 5. The repair includes raking, seeding and straw application to required areas around units, driveway edges, walkway edges and common areas. Topsoil will be added as needed. On May 6, the Landscaping Committee and Justin from Eastern View completed a survey of plants that need replacements.

The first application of granular fertilizer was applied on May 3. The next application will be in May/June and will be the second application of fertilizer and will include grub control. A liquid broad leaf weed control will be spot sprayed as needed.

In an effort to manage the size of the Bradford Pear trees, a Cambistat treatment to slow down their growth was applied on April 28. The plan is to treat 1/3 of these trees each year which is 86 trees out of 258. This is in addition to the radical pruning program already in place. The Landscaping Committee walked around with Bartlett on May 20 to determine how many trees need replacement. To date, we have 7 or 8 definite with a possibility of more. We are actively pursuing a vendor for the installation of the irrigation system in the 80/20 zone.

George Holland thanked Carole for her report.

Maintenance Committee Report – George Torro, Chairman Maintenance Committee

REI and George Torro have been meeting with various vendors to evaluate the roads, driveways, catch basins, concrete patios and walkways. We are awaiting recommendations and proposals from them.

The lattice on the top of the pool arbor has been repaired and the columns have been painted. REI is going to look into replacing the top of the pool arbor with material that will not have to be painted every one to two years.

REI will obtain additional quotes for painting of railings in the Elms, Oaks and Maples.

George Holland thanked George for his report.

Management Report –

REI will follow up with Marty Flynn to see if he has installed the six frost free water valves in the Elms and the Oaks.

Old/New Business –

REI will inform the Unit Owners of 113 Logging Trail that they will be receiving a credit from the Association for the boards on their deck that were bad.

The Board approved the proposal to paint certain areas inside the clubhouse. This includes the walls in the card room, the lower section in the main room and the hallways leading to the kitchen and the bathrooms and the bottom trim.

REI will present a date and a flyer for this year's Summer Social to the Board for their approval at the next Board meeting. If approved, the flyer will be sent out in the following newsletter.

REI will increase cleanings of the clubhouse once the pool season is underway.

REI will arrange for the annual club house alarm test and inspect – it is due in July.

REI to follow up on berm maintenance in the Oaks detention pond.

REI to confirm mosquito dunks are dropped in areas of standing water – it is scheduled for May or early June.

Joe Wielock made a motion to adjourn. Mike Palica seconded the motion. All present voted in favor of the motion.