

Sterling Woods II
Master Board Meeting – Open Session
Draft of the Minutes – June 16th, 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); Joe Wielock, Secretary (President of the Maples); Andrew Taylor, Director (President of the Oaks) and Mike Palica, Director (President of the Elms).

Stan Kishner, Treasurer (President of the Birches), was unable to attend the meeting. Tony Brzezinski, Vice President of the Birches, attended in his place.

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

Request of owner(s) to speak –

There were no requests.

Ratification of the minutes –

Joe Wielock made a motion to ratify the minutes from the May 19th, 2010 Master Board Meeting Open Session. Steve Andrewson seconded the motion. Without objection, the meeting minutes were approved.

Treasurer's Report – reported by George Holland

Income for the month of May was \$90.3K. There was a net gain on the operating account of \$11.4K. Large expenses for May were the monthly landscaping maintenance obligation.

The reserves have grown through May by \$108K and by the end of the year the goal is to have them grow by \$155K. Reserves are now \$1.3M and total assets are \$1.5M.

There was one resale in May – an Acorn for \$290K.

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

Pruning throughout the complex began on June 17th and will be completed by June 25th.

Eastern View planted 180 geraniums throughout the complex, 92 plants were replaced and turf repairs were completed which included raking, seeding and applying topsoil as needed.

The second application of fertilizer, broad leaf weed control and grub control, was applied on June 2. On June 15, a broad leaf weed, post crabgrass and nut-sedge control was applied.

We will be replacing 9 trees along the entranceway.

After review and discussion, the Board approved the installation of an irrigation system as proposed by the Landscaping Committee. There were three bids received ranging from \$11.6K to \$22.7K. The low bidder, Greenacres, was selected. They have handled the Association's irrigation system at the clubhouse for years. Their proposal was the most complete in terms of including sales tax, restoration of any grounds damage and adding irrigation to the entrance gardens for no extra cost.

George Holland thanked Carole for her report.

Maintenance Committee Report – George Torro, Chairman Maintenance Committee

REI and George Torro met with a concrete vendor and he provided us with an initial proposal for concrete work throughout the community. We are working on finalizing the list of work that needs to be done and will then ask the vendor to update his proposal.

We are still waiting for recommendations and proposals from Bouchard Construction regarding the roads, driveways and catch basins.

REI will follow up on the proposals that were sent out requesting 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 all six frost free water valves in the Elms and the Oaks.

REI will follow up with Harry Shaker to see when he plans on painting certain rooms in the clubhouse.

REI will continue to look into the best way to replace the top of the pool arbor with material that will not have to be painted every one to two years.

Old/New Business –

The Board approved the flyer for this year's Summer Social at the pool. REI will include the flyer in the upcoming newsletter. The date selected was August 13th with a rain date of August 20th. It will begin at 7:00 PM.

The Board approved three proposed rule changes all relating to vehicles (Article VI, Section 6.3, 6.4 and 6.9). After Board approval, there is a requirement of notice to all residents and a thirty day comment period. REI will send out the proposed rule changes in the next newsletter and will post them on the bulletin board in the clubhouse. After the notice and comment requirement is met, REI will send all residents updated rule pages.

The Board discussed the e-mail sent by the Unit Owner at 1506 Cypress Drive requesting we lower the speed bumps and purchase additional dumbbells for the fitness center. It was decided that the speed bumps will stay the same for now but would be lowered slightly when we repave the rest of Silversmith Drive. REI will solicit comments from all Unit Owners in the next newsletter regarding the need to purchase additional dumbbells for the fitness center.

REI will close the pool on Monday, September 20th. The pool attendant's last day will be on Monday, September 6th.

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