

QUAIL RUN CONDOMINIUM TRUST
BOARD OF TRUSTEES MEETING
November 7, 2012, 5:00PM VBW GARAGE
Quailruncondo.org

Meeting called to order at 5:00pm.

Present at the meeting were R. Waehler, D. Serieka, D. Roberts, W. Howe Trustees, and H.Tillman, Communications Committee, S. Marx and F. Stoddard representing The Dartmouth Group. ("TDG"). R Clarke and D. Roberts Trustees, attended by telephone.

October Minutes: Approved.

Procedural Note: *In these minutes, action items are bold and italicized.*

Interim Approvals Since the October Meeting:

The Trustees approved a satellite dish at 5 JG, basement renovations at 5 VBW and a letter to R.L. Goldman seeking redress for faulty granite curbing at DG. D Serieka dissented on the satellite dish.

Management Report For: Quail Run Condominium Trust

Report Date: November 7, 2012

Report Title: November Management Report

ACCOUNTING

2013 Budget Process (FOR INFORMATION)

The letter announcing the November 19, 2012 annual meeting includes direction to unit owners to visit the Quail Run website to review the budget. The letter is attached to this meeting package and will be mailed November 8, 2012.

ANNUAL MEETING

2012 Annual Meeting (FOR INFORMATION)

We are approaching the date for the 2012 Quail Run Condominium annual meeting of Monday, November 19, 2012. At this date, only one trustee candidate has been received for the two open seats. The following annual meeting documents are attached for review and will be mailed to unit owners on November 8, 2012.

- 2012 Annual Meeting Notice
- 2012 Proxy – to be completed once candidates are known

BID and PROPOSAL

Stair Repairs at 7 Saw Mill Brook Way (FOR DISCUSSION AND BOARD DECISION)

Management has informed KT Landscaping to move forward with step repair leading to units including 7 Saw Mill Brook Way. The brick from the four stairs will be removed and replaced with red pavers along with a wooden rail at a cost of \$2,995. Because of other jobs and the hurricane, this work will be done in early December.

Lamp post at 7 Saw Mill Brook Way (FOR INFORMATION)

Management is working with electrician Mike Sawyer to obtain a cost in adding a lamp post to walk way in front of 7 Saw Mill Brook Way.

Gutter Cleaning (FOR INFORMATION)

Management has a bid from John Sliwa for fall gutter cleaning at a cost of \$3,800 (same as last year). Gutters are scheduled to be cleaned the week of November 26, 2012.

Storm Drain and Fire Hydrant Cover Repair (FOR INFORMATION)

Management has processed payment to R.L. Goldman Co. in the amount of \$2,410 for the repairs to the storm drain at Kendall's Mill and the water cover at Johnsons Grant.

DELINQUENCIES

Management has confirmed that the two nominal outstanding balances as of September 30^m have been satisfied and paid in full. There are no current delinquencies to report at this time.

MONTHLY FINANCIALS

The financials for September 30, 2012 are attached for your review. For September, Quail Run is operating at a deficit of deficit of \$413 with a positive variance of \$2,737. Year to date, the operating surplus is at \$17,241 with a positive variance of \$18,404.

Management and Maintenance Report Meeting Updates:

Subsequent to drafting the November Management Report, S. Marx received materials from a second Trustee candidate, Susan Zeller-Kent, 9 KM.

The repairs to the 7 SMB stairs will be consistent with existing SMB stairs as approved at our last meeting and will include a light post at a cost not to exceed \$6,000. The work will not be done until early 2013 unless we have a warm spell in the next few weeks.

S. Marx will call R.L. Goldman to confirm that we intend to pursue remedies regarding faulty granite work at DG.

The Trustees voted for standing instructions to TDG to transfer operating fund cash in excess of \$20,000 to our operating money market account.

F. Stoddard will continue to repair walkways as needed until we begin walk repaving in 2014.

Landscaping:

The Trustees understand that Vanaria still owes us a fall clean up to be done later this month.

New Business:

S. Marx will supervise the cabling work by Comcast at 16 KM to ensure that damage to common areas will be minimal.

Parking issues at 18 KM will hopefully be resolved by renting a guest space. S Marx will investigate whether occupancy at that unit violates our Rules and Regulations.

The Trustees approved an expenditure not to exceed \$140 for holiday wreaths.

Old Business:

Requests by the owner of 10 KM to remove rear bush stumps were disapproved consistent with understandings with R. Clarke.

The Trustees approved a modification to the amendments to be voted upon by residents at the Annual Meeting to include a zero rental option with a two year grace period. D. Roberts will supervise the amendment signing process by residents.

R. Clarke reported that he and Susan Zeller-Kent were working on 2013 resurfacing options for our tennis court and that immediate solutions should fall within our \$15,000 2013 budget.

The Trustees are aware of some street light burnout and are pursuing options.

The Trustees also confirmed that all window replacements must comply with our Rules and Regulations.

Executive Session:

The Trustees approved 2013 compensation for relevant TDG employees

Next Trustees' Meeting: December 5, 2012, 5:00pm at the garage office.

Adjournment: The meeting was adjourned at 6:25 pm.