



March 2022 Condo Board Meeting Minutes

Met on March 30, 2022 at the offices of Hudson, Jones, Jaywork & Fisher in Dover --

Attendees: Ron Moore (council president), James Flood (council member), Ian Gronau (council secretary pro tem), Cheryl Killen (council member), Kathy Fletcher (council member), Pamela Cluster (council member), Terry Coley (council member)

Guests: Justina Comer (property manager) and Terry Jaywork

- Meeting called to order at approximately 6pm
- Ms. Fletcher presented the board with five separate landscaping bids. Board resolved to ask each of the contractors for a more specific bid based on the condo association's prior contract. Mr. Moore was asked to provide Mr. Jaywork with this contract, and Mr. Jaywork agreed to distribute it (with financials removed) to the contractors. Contractors are expected to submit revised bids within 7-10 days. In the interest of expediency, the council agreed to vote on the bids over email once enough of them have been received.
- Ms. Cluster volunteered, without objection, to begin planning a "clean-up day" committee among the residents. No official action was taken.
- The final empty council seat was discussed. The seat is from the Essex Building. Mr. Jaywork noted the bylaws stipulate that outside of a general membership meeting, a prospective must submit a 'statement of candidacy' to the council for consideration. Ms. Comer mentioned that an individual from the Essex Building has expressed an interest. Ms. Fletcher made a motion to consider Terri Dotson.
 - A vote was not held on this motion. Action on this item was tabled, pending candidates stepping forward in the manner dictated by the bylaws.
- Ms. Fletcher presented the council with a bid from a contractor for weekly hallway cleaning. After discussion, it was agreed that the council (or a subset thereof) would meet with potential cleaning contractors on site to interview them at a time TBD before selection is made. However, a vote was called to terminate the existing cleaning contract provided there is not a stipulated term in that agreement (a copy of the contract was not immediately available for review).
 - Five voted in favor. The motion passed.
- Importance of officer roles discussed. The council needs a secretary, treasurer, and two check signers. Ms. Cluster expressed her intent to step forward as a check signer. Mr. Gronau volunteered, without objection, to fill the role of secretary pro tem for the March 2022 meeting. Further action on appointing officers was tabled.
- Meeting adjourned at 7:25pm, Order of the Day