

# **BERMUDA HOUSE BOARD OF DIRECTORS MEETING**

**April 14, 2010**

**7:00 PM**

## **1. Call to Order**

Meeting was called to order at 7:03pm by Steve Bertelli  
Present were Steve Bertelli, Steve Snider, Tom Scallan, Bill Borowy, Jules Goodison, Rick Ciesla and JoAnn Semak.  
Also present were: David Bertelli, Maintenance Supervisor and Sherri Albin Property Manager  
Introduction was made of new Licensed Property Manager- Sherri Albin. Sherri gave a brief intro of her background.  
Bill Borowy presented a plaque and speech to past president, Steve Snider and thanked him for volunteering his time last term as President.

## **2. Approval of Minutes**

MOTION made by Jules to waive the reading of the minutes of the previous Board of Directors meeting held on February 18, 2010, it was seconded by Rick Ciesla, vote was unanimously approved.

## **3. Treasurer Report- as of March 31**

- A. Bank Account –we just moved \$80,000 into a money market at Wachovia earning .85% Interest
- B. Bermuda House Association is now registered as a non-profit corporation.
- C. Operating account balance- \$135,000
- D. Reserves- \$115,000

In summary, for the first quarter, expenses were in line with the budget although we incurred high than expected plumbing, landscaping and HVAC costs.

#### **4. New Business**

##### **a. Fencing quotes-**

**MOTION** was made by Bill Borowy to accept a contract to have a 5 ft high galvanized 4 cable fence erected in the south parking lot and in the west lot on north side by the bushes. Maximum cost \$8000 charged to account number 7350 Capital projects. This motion was seconded by Steve Snider and was unanimously approved.

##### **b. Tower painting-**

(North and South tower have 2 surfaces to paint)

(Elevator tower has 3 surfaces to paint and 2 colors)

- Bell Painting did original painting- bid is for \$11,500

Will seal chalky areas before painting (7 yr guarantee)

- John the Greek- bid is for \$10,525

Will seal all walls after pressure cleaning (7 yr guarantee)

- Got it Covered- bid is for \$10,000

Will seal all walls after pressure cleaning (10 yr guarantee)

\*\*\*\* Board decided to have Manager create a spreadsheet and review all bids before a decision is made and award contract sometime around October

##### **c. Cooling Tower-**

**MOTION** was made by Bill Borowy and seconded by Jules Goodison to award a contract to Hill York/ Marley to install the re-built gear box and shaft for the cooling tower at a cost of

\$9783. This will be charged to Reserve account. Vote was unanimously approved.

**MOTION** was made by Bill Borowy and seconded by Steve Snider to review the contract and based upon favorable review, award contract to Quality Air for Maintenance Contract for Cooling Tower and Common Area A/C's.

**d. Landscaping-**

Steve Bertelli, Steve Snider and Rick Ciesla recently walked the property and observed the height of the bushes also the dying grass areas. Rick is asking the Board to come back with feedback for the height of the bushes and will then make a final determination as a standard height for the landscaper to follow. The Board and management will also be meeting to make a protocol to follow every time they come and make sure they are here as they should be.

**e. Employee Handbook-**

Management will be looking into reviewing an employee Hand-book manual with the Board

**f. Old Business-**

Tom Scallon announced he is retiring from his career as of the end of the year

**g. Adjournment- MOTION** was made by Jules and seconded by Rick to adjourn the meeting at 8:15 pm, vote was unanimously approved