

**Kenbrooke Court Condominium Association:
Minutes of Thursday, January 22, 2015**

Board Members Present: Sean Fitzpatrick, Gary Apps, Ti Elzinga, Patricia Murphy

Management Company: Matt Caley, Dan McGlynn

Co-Owners: Mark McKeon

1. Call to Order: 5:12PM

2. Previous Month Minutes: The minutes from the November 2014 meeting were unanimously approved.

3. Financial review

McGlynn gave an overview of the year end 2014 financials. Expenses for December are \$29,099 compared to a budget of \$31,531 or under budget by \$2,431. Savings were seen in several areas for the month with no one significant variable. The year ending expenses for the twelve months ending December 31st are \$382,623 compared to \$372,350 or over budget by \$10,273. The snow removal expenses are \$8,929 over and had been over since the first two months of 2014 due to the large snowfall in 2014. In addition, the gas account ended the year \$5,430 over for the year. The gas account had grown substantially over budget for the first half of the year, and began to get closer the second half. These two line items are greater than the annual overage. The balance of the remaining accounts reduced the overall variance to the \$10,273 variable at years end. 2015 budget tries to incorporate some of these variances to help keep the budget close to actual when possible. The 2014 total income of \$411,277 compared to a budget of \$404,980 or \$6,290 additional income. This helps offset the expense variable as the income was high as well. The accounts receivable total stands at a negative \$9,391 or paid ahead. There are a few owners with outstanding balances listed on a separate page and they are being managed.

Capital projects were discussed as the year wrapped up. Sliders have been installed per the approved amount. The basement doors have been installed in those planned and approved. Additional doors will be replaced over the next few years as budget and priority allow. The basement cement stairwells were delayed until warmer weather as the contractor was delayed. The total capital dollars spent in 2014 were \$62,059 as listed in the financial statements. The 2015 capital projects will not require special assessment and will be evaluated over the next couple months.

4. New Business

McGlynn noted the annual meeting will be held in March of this year. Members up for election this year are Apps, DeBatt and Elzinga. All are willing to serve again and will run. Mark McKeon who has been an active board attendee has expressed interest in running for the board as well. A general notice will go out in February to all owners giving them the opportunity to run for election and be on the ballot that will go out in early March.

The group discussed other topics that included some type of dog "doo doo" post to help with residents picking up after their dogs. This will be looked at for cost and location but is not approved at this time. The group also discussed parking passes and consideration for some better option than the current pass system in place for building 17. An 11pm to 7am time frame where McDonald's patrols is one option to consider. The parking at the rear of the complex by visitors is also a concern that is getting attention with no final resolution. Mark McKeon mentioned the door to his basement unit is not shutting properly. A work order was created to check and adjust all the basement doors as needed.

6. Adjournment

The meeting adjourned at 6:22 PM. The next meeting will be February 19, 2015 at 5pm.