

Kenbrooke Court Condominium Association  
Minutes of Thursday August 21, 2014

**Board Members Present:** Ti Elzinga, Sean Fitzpatrick, Pat Murphy,  
**Management Company:** Matt Caley, Dan McGlynn  
**Co-Owners:**

**1. Call to Order:** 5:30PM

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

**3. Financial review**

McGlynn gave an overview of the following: Expenses for July are \$35,489 compared to a budget of \$35,698 or close to budget. The gas line item is under budget for the first time this month by \$306, however the annual gas line is over budget by \$7,221. The maintenance labor continues to stay well under budget. The year to date expenses for the six months ending July 31<sup>st</sup> are \$237,774 compared to \$228,872 or over budget by \$8,902. The snow removal expense and the gas account are the two line items contributing to the annual overage. With these two accounts over by \$17,000 the remaining accounts are well under, helping to offset the variance. The accounts receivable total stands at a negative \$11,392 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 is progressing. J.Allen is slated to do the asphalt work this fall in cooler weather in building 16 and 17 lots. The sliders are on order for the oldest eight on the list. Completion will occur within 30 days of delivery of the doors. Each year, a portion of these will be replaced until all are updated. The basement cement stairwells and doors are also under renovation and are scheduled to occur yet this fall on the worst ones.

**4. Unfinished Business**

The Jetz laundry contract will expire at the end of September. The board has reviewed options from renting, purchasing and various rental companies and options. After review and discussion, the board approved WASH companies ten year proposal. The contract calls for the same number of machines as currently in the units but new machines. The contract provides for \$9500 up front money and 90% of the funds over \$12 on each machine on a monthly basis. Attorney Oudsema reviewed the contract for the association prior to approving the lease. The lease gives an out with a written notice and failure of the company to cure the concern.

RUBS shared utility was on the agenda as an owner asked the association to look into this utility service option. As gas was already metered only water would be an option and as there are not shut offs for each home, using rubs is not an option at this time.

**5. Adjournment**

The meeting adjourned at 6:15 PM. The next meeting will be October 16, 2014 at 6pm. All future 2014 meetings will be the third Thursday of the month at the clubhouse.