

**Kenbrooke Court Condominium Association:
Minutes of Thursday, September 18, 2014**

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

Management Company: Matt Caley, Dan McGlynn

Co-Owners: Several co owners were present

1. Call to Order: 6:05PM

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

3. Financial review

McGlynn gave an overview of the following: Expenses for August are \$32,440 compared to a budget of \$30,256 or over budget by about \$2000. The landscape budget was the most significant variable for the month. The primary contributor to the landscape variable was the unanticipated growth due to regular water throughout the season. Typically there is a dry time when the grass is dormant and the bushes grow slowly. This season has been plentiful with rain and there has been no slowdown of the growth. The association budgets for a reduced need in landscape services and this season has not slowed. The year to date expenses for the eight months ending August 31st are \$270,2140 compared to \$259,128 or over budget by \$11,086. The snow removal expense and the gas account are the two line items contributing the most to the annual overage. With these two accounts over by \$16,000 the remaining accounts are well under, helping to offset the variance. The accounts receivable total stands at a negative \$10,638 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 begin the asphalt work later in September to finish the last parking lot at Kenbrooke. This has been a six year project that will wrap up this year. The sliders have arrived and some have been installed and all are being scheduled. Management was asked to confirm the striping numbers on the new lot in case an old error needed to be corrected. 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 laundry contract was cancelled with Jetz and a new contract was previously agreed upon with WASH laundry out of Grand Rapids. New machines will be in all basements with two washers and two dryers again in every building. The cost will be \$1.50 for each use of either machine. With the newer energy efficient machines the wash and dry cycles should be much improved over the older machines. All owners should be aware the washing machines lock when the cycle begins and only open when finished. A discussion ensued about the use of the \$9500 wash money and it was agreed to wait and evaluate the needs at Kenbrooke prior to allocating the money to one project.

Management was notified of a few lights out at various locations and this will be corrected. Management was also asked to follow up on possible gutter repairs needed.

5. Adjournment

The meeting adjourned at 6:29 PM. The next meeting will be October 16, 2014 at 5pm. **NOTE early start time.**