

HARBORSIDE CONDOMINIUM TRUST

TRUSTEE MEETING MINUTES

JANUARY 2010

The January meeting of the Harborside Condominium Trust Board of Trustees was held January 6th, 2010. In attendance were Trustees Warren Hendriks, Don Nowland and Jim Walters. A quorum was present. Also in attendance was homeowner, Bill Siddall.

1. Motions

The following motions were approved unanimously:

- To accept the December 2009 Meeting Minutes as written.
- To accept the December 2009 Financial Statements.

2. HDC Report

The Board awaits Dave Haley's removal of some north dock surface boards in order to inspect the condition of the carrying joists. Trustee Nowland will inspect the condition of the joists and report to the Board at the February meeting.

3. Snow Removal

After the first two snow events of the season, the Board has recommended the following adjustments to this year's snow removal protocol:

- Authorization to use rock salt on the walkway between buildings B and D and the steps leading to D-1. The salt will be used in combination with sand.
- Ensure the drains in the B/D walkway are opened.
- Ensure the full width shoveling of all walkways.

4. D-1/D-2/D-3 Deck

At the December 2009 Trustee meeting, the Board agreed to table the reconstruction of the D-1/D-2/D-3 deck; however, there are certain aspects of the proposed project that the Board will revisit for safety and aesthetic reasons. Markwood Management will meet with Sutton Contracting to determine what is necessary and present pricing to the Board at the February meeting.

5. Screens

There are a number of window screens that are being stored in the C Building boiler room. Please contact Markwood Management if you have information as to the ownership of these screens.

6. Harborside Website

For your information, the website is: www.harborsidecondos.net

User Name: owner

Password: lucky09

In an effort to streamline communication with Harborside residents and to lower mailing postage expenses, The Board has approved more use of the website designed by Bart Jones. Markwood Management and Bart Jones update this website information monthly.

7. Deferred Projects

Deferred projects – B Building roof replacement. D-1/D-2/D-3 deck refurbishment. Repair of low areas in parking lot. Seal coating and lining of parking lot. Refurbishment of north dock.

8. Markwood Management will attend to the following:

- Ensure the management of furnace filter replacement.
- Attach the sand barrel lid with a chain to the sand barrel and ensure it is kept full.
- Forward a letter to the owner of D-2/D-3 regarding the maintenance of entry steps leading to the D-2/D-3 deck.
- Schedule Porter Engineering to investigate the B-10 and D-2/D-3 water intrusions.
- Follow up with the owner of D-6 on window repairs.
- Forward the 2009 Financial Report to the Board for review prior to homeowner distribution.
- Reclassify the “heating maintenance” line on the 2009 Income & Expense Statement.
- Check to ensure proper temperature is being maintained in B-9.

9. ADJOURNMENT

There being no further business of the Harborside Condominium Trust Board of Trustees, the meeting adjourned at 4:00 pm

The next meeting of the Harborside Condominium Trust Board of Trustees will be held **February 3, 2010 at 3:00 pm** by conference call. All Homeowners are encouraged to call in at 3:00 pm for this meeting.

Please call 1-866-393-8073. You will be prompted to enter the meeting number *1169611*

If you are the first to arrive at the meeting site, you will be prompted to enter the “moderator code”. The moderator code is *1631*

Minutes prepared and submitted by Markwood Management.