



**Lexington Mews Association Inc.
Board of Directors Meeting Minutes
August 17, 2016
Unit 1407**

- I. Call to order: 7:30pm
 - a. Roll call.
 - i. In attendance
 1. Gary Pasquarello
 2. Cory Plock
 3. Marie Starnes
 4. Marie Meliksetian (absent)
 5. Lisa James (absent)
 6. Dick Famiglietti of CM Property Management
 7. Lynn Platania of CM Property Management
 - b. Proof of notice – Posted August 12, 2016
- II. Reading and approval of minutes from July 20, 2016
 - a. Motion to waive the reading of the minutes from July 20, 2016.
 - i. Upon a motion duly made, seconded and carried, the board unanimously resolved to APPROVE the motion.
 - b. Motion to approve the minutes from July 20, 2016.
 - i. Upon a motion duly made, seconded and carried, the board unanimously resolved to APPROVE the motion.
- III. Open session for Unit Owners, 15 minutes.

Unit # 1105; mortgage bank requests copy of the certificate of insurance from the association; is there a way to streamline the process? Insurance carrier issues a certificate to the specific mortgage company/bank.

Unit #2203; What is the process for responding to unit owner complaints? Complaints are addressed by the board but it does not provide follow-up to the unit owner who filed the complaint.
- IV. Reports of Officers, Boards and Standing Committees
 - a. Financial report – July 31, 2016
 - i. Financial Report for the period ending July 31, 2016: Total Assets for the Association were \$741,907.03. Total expenses were \$11,870.11 under budget. Following payments made to Capital Reserves, \$9,000.00; to Capital Reserves Repayment, \$-0- and Special Projects Reserves, \$2,172.00. Accounts Receivable balance was \$2,980.00 at the end of July 2016.
 - ii. Upon a motion duly made, seconded and carried, the board unanimously resolved to ACCEPT the financial report.
 - b. CM Property action item report.
 - i. Open items addressed.

- V. Reports of Special Committees: NONE
- VI. Special Orders:
 - a. Motion to approve financial transactions.
 - i. None
- VII. Unfinished Business and General Orders
 - a. Discussion concerning outstanding CM Property work orders.
 - i. WO #
 - b. Motion to pave pool parking lot and roadway; Bouchard Construction, Greenway Industries
Upon a motion duly made, seconded and carried, the board unanimously resolved to APPROVED the motion and accept Bouchard proposal.
- VIII. New Business
 - a. Motion to pre-approve the revised declaration and by-laws
 - i. Upon a motion duly made, seconded and carried, the board unanimously resolved to APPROVE the motion.
 - ii. Discussion with Falcon Engineering concerning capital reserve study
David Chesky of The Falcon Group reviewed the draft reserve study. Revisions will be made to the report and estimates will be factored for roof replacement scenarios. Quote for inspection, specifications, bidding and construction management for the roof project.
 - iii. Discussion concerning revised declaration and Association documents
- IX. Open Session of Unit Owners
Unit # None
- X. Motions from the floor
 - i. None
- XI. Adjournment
Motion to adjourn
 - a. Upon a motion duly made, seconded and carried, the board unanimously resolved to ADJOURN meeting at 8:50pm

Next Meeting Date: Unit Owner Meeting; September 21, 2016 at the Danbury Museum