



**Summer Reach Condominium Trust
Board of Trustees Meeting Minutes
Tuesday, January 19th, 2021 at 6:00 PM
Open Meeting Held Online via Zoom**

Attendees: Rosemarie Barry, Chairperson, Doug Boyer, Vice Chair, Mike Malone, Member, Leslie Murphy, Recording Secretary, John Varitimos, Treasurer

Also Attending: Matt Page, Ron Savill, The Dartmouth Group

Call to Order

Rosemarie Barry, Chair opened the meeting at 6:00pm. The Chair announced the Garden Committee assigned and posted garden plot assignments for 2021.

Board Approval of Minutes – October 20, 2020; November 4, 2020; and November 17, 2020: Motion to approve the minutes as written:

Denied: (2-3) Rosemarie Barry, Doug Boyer and John Varitimos opposed. Mike Malone and Leslie Murphy were in favor. The Board of Trustees will review the minutes in a separate meeting.

Financial Statements: The December, 2020 Monthly Financial Report was reviewed by The Dartmouth Group and will be posted on the mydartmouthgroup.com and summerreachplymouth.com websites.

New Business

Finance Committee (FinCom) Charter: Revisions were made to the Finance Committee Charter and were approved 5-0. The updated versions will be posted to our websites.

Architectural Design Committee: This five member committee will be established to provide the Board of Trustees with expert advice across different disciplines. This committee's advisory role will assist the Board with making more informed decisions, especially on modification requests. Board liaisons to this committee will be Rosemarie Barry and Doug Boyer. The Dartmouth Group will provide the Board with drafts of charters. Members of the community will be invited to submit an application for Board review and selection.

Pest Control Contract for 2021: Seven vendors were invited to bid on the 2021 contract. A bid comparison sheet was provided to the Board for review. The 2021 annual budget is \$7K. Neal Pest Control was recommended. The Dartmouth Group will request Neal to reevaluate the cost for a second time. Additional bait information will be provided so research can be conducted before approving this contract.

Board of Trustee Meeting Frequency: The Board of Trustees will no longer hold public meetings on a monthly basis. Meetings will now be held quarterly on the forth Tuesday of the month when financial reports are complete. Closed Board workshops will be scheduled, as needed, to conduct regular business. As in the past, special meetings with the public will be organized as matters of urgency arise. Monthly financials will continue to be posted on our websites.

Administrative Approval of Modification Requests: A new course of action for all modification request submittals was decided upon. The Board will meet separately to discuss requests. Their votes of approval,

denial, or approval with conditions will be posted on our websites and respective unit owners will continue to be informed of all decisions by The Dartmouth Group.

Owner Concerns and/or Comments

Professional Board of Trustees Training: The Community Associations Institute (CAI) offers an annual membership to five member boards at a cost of \$310. The Dartmouth Group provided the CAI Toolkit to the Board. MEEB offers free on-line webinars and timely, informative information to anyone upon request.

Modification Requests:

241416 – 2 Founders Way – Install two Sun Tunnels
Denied 5-0

244120 – 33 Gristmill Road – Addition of Back Porch
Approved 5-0 Please note on their approval that all irrigation expenditures associated with the addition of this porch will be the sole responsibility of the unit owner, not the HOA. They will be billed separately for this work and should contact TDG in advance to discuss this process. In addition, any landscaping will require a separate Modification Request to be approved by the Board of Trustees.

244298 – 5 Danforth Lane – Porch Modifications
Approved 5-0 (This work had been completed without an initial modification request.)

245262 – 11 Gristmill Road – Porch Modifications
Approved 5-0

245334 – 21 Founders Way – Addition of Front Porch
Tabled for further Board of Trustee review

245494 – 18 Founders Way – Addition of Front Porch
Tabled for further Board of Trustee review

245466 – 32 Gristmill Road – Addition of Front Porch
Tabled for further Board of Trustee review

Next Meeting – March 23, 2021

Adjournment

Motion made for adjournment by John Varitimos ; Seconded by Mike Malone. The meeting was adjourned at 8:44PM.

Submitted to the Board of Trustees on March 17, 2021.

Leslie Murphy, Recording Secretary