

**Minutes**  
**Summer Reach Board of Trustees Business Meeting**  
**October 29, 2023, 10:00AM**

Attendance:

Board members: Gary Benink, Cathy Kelso, Larry Sinsimer, Mike Malone, Paul Anderson

Minutes:

- Approved (5/0) Board Business Meeting September 16, 2023 Minutes
- Approved (5/0) Insurance Update/Quarterly Open Board Meeting September 19, 2023 Minutes
- Approved (5/0) Board Business Meeting October 23, 2023 Minutes with final edits

Financial:

- 2024 Budget Planning Discussion & Final Draft approved (5/0)
- Use of 4 decimals for condo fee calculation going forward approved (5/0)
- Section 10.3 of the Master Deed states that the percentage figures shall be rounded to the nearest one-thousandth and, if necessary, further rounded to obtain a 100.00 percentage total
  - o Adams 0.8562
  - o Billington 0.8838
  - o Chapman 1.0215
- 112 units consist of 43 Adams, 53 Billingtons and 16 Chapmans in the Summer Reach Condominium Trust as listed in the 22nd Amendment to the Master Deed
- Annual Budget Update/Quarterly Open Board Meeting on Monday, Nov. 20<sup>th</sup> at 6PM in Clubhouse and with Zoom

Contracts:

- Landscaping & Snow Removal New Contracts approved (5/0)
  - o Week of Nov. 6<sup>th</sup> Notifications by RGR
  - o Nunes Landscaping Services Inc. both contracts 3 yrs.
    - Optional 2 yr extension with base cost and potential supply cost adjustment

Pump Out Station:

- Scheduled routine maintenance visit completed Oct 28<sup>th</sup>, no problems identified

Meeting adjourned at 11:30AM