

**CAROLIN GARDENS COOP
BOARD OF DIRECTORS MEETING**

Date: February 6, 2018

Present: Doug Condon, Niall Costello, Liz de Kosko, Pat Flynn, Dennis Redmond, Dennis Butler
(*managing agent/MA*)

Absent: Michael Almon, Beatrice Moreland, Robert Tau, Ying Yang

The meeting opened at 7:45 pm. Minutes from the 1/9/17 board meeting were read and approved with corrections.

Management Report of Old Business:

1. Lindsay Lingaya has requested the transfer of shares in B34 to his son Greg. MA will facilitate. Pending.
2. There was a leak reported A36 bathroom to A26 bathroom, caused by a break in the wax ring. It has been replaced and the damage in A26 repaired.
3. Metro exterminator calendar for 2018 has been posted in each building.
4. B4 renovation process has been completed and will be inspected by MA. Pending.

Other Old Business:

5. The board is compiling a Shareholders Handbook. Pending.
6. The hose bib in D building froze and pipe burst. Will need to be changed in the spring.
7. We will order new buzzer name plates for each building. It will cost \$250 to do new plates for each unit. MA will send letter to shareholders asking for confirmation of names.
8. Requests for nominations for board officers were sent out by mail last month.

Management New Business:

9. MA heard from attorney for Mel Jacobson's family. Mel's daughter would like to take over shares and move into the C35. MA sent attorney full application.
10. Closing on B25 is scheduled for February 13.
11. Tax deduction letters were sent out last week from Bob Davidian, coop accountant.

Other New Business:

12. None

<u>Treasurer's Report</u>	<u>January 2018</u>
Income	\$ 20,022.00
Expenses	<u>\$ 18,994.03¹</u>
Net	\$ 1,027.97
Bal. Brought Forward	<u>\$ 65,562.73</u>
Bal. Operating Account	\$ 66,590.70
Reserve Fund (Chase MM acct)	\$ 61,058.46
(NCB CD's)	\$ 22,076.15

¹ water: \$4104; mortgage = \$3,261; gas -= \$4285; repairs = \$3676

The next regular board meeting will be on 3/6/18 at 7:00 PM followed by the annual meeting at 8 PM.

Respectfully submitted,

