

## Board of Trustees Meeting

March 11, 2012 4-6:30pm

-2012 Budget edited. Numbers will be corrected and re-posted on Buildium for all to see once approved by Trustees.

-2011 Income Statement Discussed. Jean and Stas have been correcting the errors. Stas will send all third party invoices to Jean to review for a side by side accuracy comparison. These invoices include 2011 Master Insurance Statement, Verizon phone lines bills, Landscape bills, Sewer Bills and Electricity Bills. Stas will email this to Jean to be reviewed no later than March 21<sup>st</sup>. Jean will make sure numbers in 2011 Income Statement are accurate based on invoices. This info will then be re-posted to Buildium in a timely fashion once approved by all Trustees.

-Will be calling Water Company/City of Marlborough for calibration of water meter in School building as the water bill for the School in particular is substantially higher than the other buildings.

-Possible Community Weeding Day? To be discussed in the April or May meeting. This will be a significant cost savings and a way for neighbors to meet and greet.

-Awaiting Dave's Landscape Contract for Spring/Summer/Fall Landscape. This contract will be approved by Trustees before it is signed.

-Church Unit 102 (Jack and Mary Burgess) request to install railings on exterior steps near exterior door for safety. This will be approved once photos of potential railing examples are submitted for Trustees. These railings must be similar to those around the Church Building.

-Stas will send trustees information on Potential Management Companies he has looked into in the past. Trustees will be looking for additional Management Companies as well. Meetings will then be set up with these potential companies for education ASAP ideally in the next month.