

**FIELDS GROVE FLATS CONDOMINIUM ASSOCIATION**  
**June 27, 2017**

- **Call to Order** – 4:20
- **Roll Call:**

13 Units were represented in person or by proxy. A Quorum was met.

**Board Members Present:**

- Peter Dolloff, Steve Vallier and Al Goddu  
Jan Hammond, Property Manager

**Recitation of Proof of Notice of Meeting** was read out loud by board member, Peter Dolloff:

“In accordance with the Declaration of the Fields Grove Flats Condominium Association, Article II, Section 4, notice is hereby given that the annual meeting of Fields Grove Flats Condominium Association will be held Tuesday, June 27<sup>th</sup> at 4:00pm on-site in the community room”.

- **Minutes of 2016 Meeting**

A copy of last year’s meeting minutes was handed out to all in attendance. Peter noted that last year’s meeting minutes have also been posted on-line at [www.SequelDevelopmentNH.com](http://www.SequelDevelopmentNH.com) website. Rita motioned to not read last year’s meeting minutes out loud. Steve seconded. All in favor.

- **State of the Association**

- Installed new air conditioner in community room
- New light wall pack installed with photo-cell by patio area
- Touch-painted all walls and ceilings in common areas
- Pruned back trees and shrubs
- Exterior Dryer vents cleaned out (annually)
- Pending -- Emergency lights will be replaced – Steve will coordinate through ASAP Company.
- Pending – Powerwash exterior of building (remove cob webs from door entrances)
- Pending – Fence Repairs/Replacements as needed–(capital reserve item)

- **Peter reviewed Financial Report Statements - Fiscal year end is June**

Peter reviewed the Financials – ending May 31, 2017:

- Operating Budget
- Balance Sheet
- Income Statement - Operating

Peter reviewed the 2016-2017 Budget. No condo fee increase was necessary this year. The Balance Sheet was reviewed. The income statement was on-track with YTD Actual vs. YTD Budget.

- **Election –Peter Dolloff – (incumbent)**
- **No Nominations from the floor.**

In the absence of a contest the clerk will cast one ballot on behalf of the sole candidate, Peter Dolloff. All present were in favor.

- **Open Session**

- Complaint – dog waste by dumpster
- Sprinkler head by patio – rescheduled timer after dark
- AI requested training on how to use the Video Camera for parking lot area - - Steve offered to show AI how it works.

**Adjournment – meeting ended at 6:07 pm.**

Respectfully Submitted by,

Jan Hammond  
Property Manager