

**Lexington Mews Association
Board Meeting – Open Session
February 18, 2021**

Approved Minutes

The meeting was held via teleconference and called to order at 7:29 PM.

Present were Marie Meliksetian (Board Member/Vice-President/Treasurer), Doug Brown (Board Member/Secretary), Emmett Covello (Board Member) and Jay Sarath (Board Member). Absent was Cory Plock (Board Member/President).

Also, in attendance was Julie Aurrichio and Ricardo Pena of REI Property and Asset Management.

Ratification of the minutes:

Emmett C. made a motion to accept the Open Session Minutes from the January 21, 2021 meeting. Doug B. seconded the motion. All present voted in favor of the motion. REI to send Cory P. a PDF copy of the approved Open Session Minutes to post on the Association's website.

REI Action Items:

REI to follow up on the outstanding plumbing inspections and/or repairs needed. The owners should be reminded that they must conform with the associations maintenance standards and will be responsible for the deductible and/or costs should a leak occur. REI to provide a time frame for all to be completed by.

REI to follow up with Unit 2003 – two security cameras are still installed on the siding.

Board agreed to arrange for VentGard to clean dryer vents in all units. All units will be charged for the cleaning and the association will pay VentGard.

REI to provide George Follini with requested documents and remind him that the board wants the audit and tax returns completed by March 15th.

REI to follow up with Falcon Group regarding proposals for the paving project. Who have bids been requested from? When are proposals due? Can a copy of bid request be provided to board?

REI to provide Marie M with the payment history for Bartlett Tree.

When an amount is determined for the paving project, the Board may obtain proposals from local banks on loans and have REI contact CIT.

When an amount is determined, REI will follow up with Lexington Court regarding what they will need to pay for their share of the paving project for the main road.

REI to arrange for a spring roll off dumpster.

REI to prepare a spring newsletter. Topics to be included: Refuse reminders and effected pickup days due to holidays, reminder about daylight savings time (March 14th) and checking batteries in smoke/carbon monoxide detectors.

It was noted officer positions will remain the same. REI will handle the annual city filing and update the state with regard to the board/officer positions.

Financials:

The January 31, 2021 financials were reviewed. REI to follow up with Marie M. regarding her questions about the chase account balance as per the financials.

REI to confirm the operating account balance and if reserve transfers can be made.

REI to run a general ledger to confirm charges posted to maintenance and repair (code 7510).

Proposals:

None at this time.

Lease Log:

REI to follow up on obtaining the missing leases.

REI to follow up with 2905 to confirm if the tenants as per the lease log have moved out.

Work Orders:

The work order report was reviewed. REI ask Falcon Group if they can address the pitch issue on the landing of Unit 1505.

Homeowner forum:

There were no homeowner requests to speak.

Emmett C. made a motion to adjourn the meeting at 8:34 PM. Doug B. seconded the motion. All present voted in favor of the motion.