

MINUTES
SOUTH SHORE II CONDO ASSOCIATION
BOARD OF DIRECTORS
MEETING
14 FEBRUARY, 2021

The South Shore II Directors met on 14 February at 1600 hours by Zoom to 1) review renovations in progress in #8, 2) review and discuss a draft memo to Owners and a proposed form for submission prior to undertaking additions, alterations or improvements to their Units (see South Shore II Bylaws, V. 5. 6., "Additions, Alterations or Improvements by Owners"), and 3) discuss snow removal efforts this week with two major storms expected by week's end. Present were Mr. Wood, Mr. Niles, and Mr. Holland.

#8 Renovation: Mr. Wood indicated that this project had been approved previously by email. He will ask the property Manager to prepare the paperwork for an exterior modification (earlier requested and approved) for Owner's signature.

Drafts: The draft memo will add a date. The form will add a section for pre-approval of materials storage and location of dumpsters, portable toilets, equipment, etc., in public areas. A line for date will be added to owner's signature line. A note that Directors' approval has a 1-year validity will be incorporated.

Mr. Niles moved that "A memo requesting notification of past improvements to their units be sent to Owners along with a process for approval of future projects. Minor edits, as discussed at this meeting, shall be incorporated, and without exception by a Director, will be accepted as drafted." Mr. Wood seconded.

The motion was passed by unanimous vote.

Snow: In anticipation of up to 20 inches of snowfall within the next five days, it was determined that we have budgeted funds to take actions beyond plowing, if necessary. Mr. Wood will contact Gilson to determine if accumulated snow can be hauled away before it poses a safety hazard (in particular, access for emergency equipment), and how soon this could be accomplished?

There being no further business, the meeting was adjourned at 1430 hours *sine die*.

Respectfully Submitted,

Scott Holland, Clerk