

North Shore at Canton, Inc.
Board of Directors Meeting
September 19, 2007

Minutes

The Board of Directors of North Shore at Canton, Inc. met on September 19, 2007 at the home of Tom and Barbara Fallon. Newly elected directors in attendance were Tom Fallon, Ben Rosenberg, Bob Grottenthaler, Sharon Slevin and Paige Davis. Dee Rosenberg, Chair of the Grounds Committee was also present. The President called the meeting to order at 6:30 PM.

1. The minutes of the Board Meeting of August 15, 2007 and the Unit Owners' meeting of September 5, 2007 were unanimously approved.
2. The Board elected the following officers:
 - President – Tom Fallon
 - Vice President – Ben Rosenberg
 - Treasurer – Bob Grottenthaler
 - Secretary – Sharon Slevin
3. Tom and Bob reviewed and approved the 2006 audit for North Shore at Canton, Inc. conducted by Kahler and Assoc. They signed a representation letter acknowledging the accuracy of all financial representations to the auditors.
4. Ben reported that less than half of the unit owners responded to the request for updated information. Tom will get in touch with the individual unit owners who did not respond.
5. A variety of North Shore maintenance projects were discussed and assigned to Sharon Slevin, Chair of Buildings and Roads, or Dee Rosenberg, Chair of Grounds. They are as follows:
 - Balcony refurbishing and painting of railings - Sharon.
 - Curbs, Gutters and Manhole covers.- Sharon
 - Downspouts and cement splash guards – Dee
 - Raising HVAC units – Dee
 - Extending wall and fencing on west end – Dee
 - Procurement and installation of house numbers for each unit. – Sharon
 - Directional signs and pet waste removal signs in designated areas. – Sharon
6. Sharon suggested an additional project for consideration, to place motion sensitive flood lights in dimly lit sections of the community to promote safety and deter crime. She will investigate the possibilities prior to the next meeting.

7. The Balcony Project
 - The balcony project was discussed. Sharon provided three updated estimates for the board's review. She recommended that the board accept the proposal of Complete Cleaning Services, since they have been the most reliable and responsive, as well as providing the most comprehensive estimate thus far. Sharon agreed to get revised estimates from all three vendors, while encouraging Complete Cleaning Services to match or beat the lowest bid.
 - It was agreed by all board members to fund the balcony project using the replacement reserve fund, rather than an owner assessment. According to a review of the Condominium Association's by-laws, section 3.1.4b, maintenance projects that affect common elements and the exteriors of structures may be funded through the replacement reserve funds.
 - Once a vendor has been chosen, Sharon will meet with them to determine the specific requirements of the job that will affect the community, such as: start-up and completion, scheduling for each section of the community, owner precautions to remove all items from balconies and to remove cars, number of days to complete each balcony and a place for the vendor to store equipment. This will require a great deal of cooperation from unit owners and renters.
 - The Board agreed to start this project as soon as possible to take advantage of fair weather. Once a timetable has been set, Tom Fallon will notify unit owners via the web-site and notices posted on the garage doors of each unit.
8. Web-site development- Dee reported that she has been working with Janine Stevens of Vircity, a company that provides virtual office services, located in Canton. The new web-site address will be www.northshorecanton.com.
9. Numbered House Letters- The board agreed to obtain estimates for the installation of 3 inch metal black numerals to be installed above garage doors to inform guests and emergency vehicles of each unit's address on the rear of each house, as needed. Sharon will obtain estimates for this project and report at the next meeting.
10. Dee reported on the completion and progress of various repairs in the community.
 - Completed repairs and/or replacement of missing or faulty brickwork on the promenade and entranceway sidewalks, replacement and repair of cement caps on all brick pillars, replacement of pavers on parking pads, as needed, and the expected replacement of fencing caps along the property perimeter. Sharon brought to Dee's attention the request for repairs at the HVAC pedestal at 2315-6.

- Dee is following up on a contract dispute with the lawn service providers. The lawn crew has cut back on the man hours dedicated to the community, thereby violating their agreement to provide 9 man hours per week. Dee is negotiating with Bob Jackson Landscaping to resolve this issue.
 - Dee reported a request from property owners in 2331 and 2335 entranceway to remove the current mulch bed and replace with new mulch. This project would cost an estimated \$1320.00. The board agreed that this is a necessary project and will review funding once the budget has been approved.
 - Dee has consulted with Bob Jackson Landscaping with regards to the addition of an extra row of brickwork along the two sides of the main entrance to protect the manhole covers as well as the flower beds. This will require the removal and replacement of sections of the current curb.
 - Dee has been in touch with a supplier of cement splash guards, who can provide them for under \$8. each and installed for \$50. In addition, she is checking into repair options for downspouts that are broken or too long to accommodate the new splash guards.
11. New Budget- In accordance with regulations stipulated in the North Shore at Canton, Inc. condo docs, a new budget needs to be approved by the board by November 21st to allow for 30 days notice to unit owners prior to adoption on Dec 30th, 2007. Tom requested a draft of the new budget be reviewed by board members at the next meeting on October 17th. Tom will meet with Bob to review all budget line items. Sharon and Dee will provide estimates for 2008 projects and on-going landscaping and snow removal services by the end of September.
 12. Parking- Tom and Ben will be the authorized representatives empowered to order towing as a result of parking violations within the community. Tom will send out a community-wide email stating current parking rules.
 13. Police protection. Barbara Skidmore is the liaison for our security guards. Tom will ask Barbara to keep us informed of any issues. Contact information for Major Bergeron of the Southeast District is as follows: Office #: 410-396-2420: email address: roger.bergeron@baltimorepolice.org.
 14. Cywinski-Divel- Ben advised Tom to get in touch with George Divel via telephone. Since the August 31st deadline has come and gone without the agreed removal of audio speakers, Tom will inform George Divel that he will direct Lou Ann Grier of Village Property Mgmt. to bill him for the fine that has been accruing at \$50 per diem since February 1, 2007.
 15. There being no further business the board adjourned at 8:30 PM

The next regularly scheduled meeting of the board will be held at 6:30 PM, on Wednesday October 17, 2007 at the home of Tom and Barbara Fallon.

Respectfully Submitted by Sharon Slevin, Secretary

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