

## **Lifside Condominium Association**

C/o SNHA

PO Box 244

Jeffersonville, Vt 05464

Telephone – 802 644 5865

### **Meeting Notice**

Michele Cloke, Kent Weber, and Ernie Simuro as Lifside Directors, hereby give notice for a meeting of the Lifside Directors, to be held

By Teleconference on Monday August 31<sup>st</sup> - evening at 7:30 PM

Call in number – 1-888-481-3032

Enter the code 13625313# and follow the prompts to join the call. All participants will have the ability to hear all others and speak to all others on the call.

The purpose of this meeting will be for the Directors to finalize a scope of work for the hallway improvements and make changes to the 2015 budget in order to fund and complete the work. These decisions will be the responsibility of the Lifside Directors to make. They invite all interested homeowners to attend, participate in the discussions, and comment, or to provide comments to them before the meeting day. Additional materials for the meeting will be available and posted on the Lifside – SNHA web site by August 27, 2015 Thursday evening 8 PM for review. Notice will be sent via email when the materials are available.

### **Agenda**

- Hallway upgrade – Following the July 2015 Lifside Annual meeting, the Directors and committee have been charged with developing a final scope of work for the renovation.
  - Review scope
  - Review project management framework – Engage Becky Tisbert as project manager
  - Discuss implementation schedule
- Budget
  - Review 2015 Budget as ratified at July 2015 Annual Meeting – Review Year to date budget vs. actual income and expense
  - Discuss price estimates and quotes for the Hallway scope of work as discussed above
  - Discuss changes that will be required to the Budget in order to implement the hallway improvements
  - Discuss options to raise any additional funds that may be required
  - Director decision – revise budget as needed
- Other business
- Adjournment

Note – The Directors expect to have the budget revisions that will be necessary of the hallway renovations completed by the close of this Director meeting. The Revised budget will then be sent to all homeowners soon after, and a meeting will be called to review and ratify the revised budget as per the process outlined in Lifside Bylaws section 5. The anticipated meeting date for this homeowner meeting is currently September 14<sup>th</sup> 2015 at 7:30 PM. Save the date. A formal notice will be sent to confirm the date and time for that homeowner meeting.

Questions may be directed to the Lifside directors via [joe@snha.net](mailto:joe@snha.net)

Joe Hester Ingram

Executive Director – SNHA - for the Lifside Directors