

**SHORELINE TOWERS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
OFFICIAL BOARD MINUTES
Monday, December 22, 2003**

CALL TO ORDER

Edward J. Frischholz called the meeting to order at 7:35 PM.

ATTENDANCE

Edward J. Frischholz - President
Jan Treptow – Vice President (Absent)
George Jakubowski – Treasurer
Danielle Aeschbacher – Co Treasurer
Peg Cervantes – Secretary (Absent)
David Loring – Director
Lynne Bloch – Director
Andrew Quinn – On Site Property Manager
Chris Barich – Property Supervisor (Absent)
Constance Tucker – Assistant Property Manager (Absent)

APPROVAL OF MINUTES

Edward J. Frischholz motioned to table approval of the October and November 2003 minutes. Seconded by Lynne Bloch.

Roll Call

Edward J. Frischholz – Yes
Danielle Aeschbacher – Yes
David Loring – Yes
Lynne Bloch – Yes
George Jakubowski – Yes
The motion carried unanimously.

HALLWAY REPORT

George Jakubowski motion to approve billing of individual unit owners for their door lock sets, knockers and associated installation cost, and if necessary, other minor modifications that may be needed on an individual basis, such as removal of exterior mounted kick plates and door closers, to restore and re-standardize

the appearance of all door exteriors. The Association will fund replacement of common area door locksets on stairwell doors, trash chute room doors, utility closet doors, and second floor hallway doors from Reserves or the Hallway construction line of credit. Seconded by David Loring. The motion carried unanimously.

TREASURER'S REPORT

George Jakubowski motioned to approve NLSB Bank to provide a Hallway construction line of credit, to be converted to a 5 year fixed interest construction loan when the final project costs have been billed. Seconded by Danielle Aeschbacher.

Roll Call

Edward J. Frischholz – Yes
Danielle Aeschbacher – Yes
David Loring – Yes
Lynne Bloch – Abstained
George Jakubowski – Yes
The motion carried 4 to 0.

Edward J. Frischholz directed management to send the carpet, wall covering contract and Bank proposal to the building attorney for review.

George Jakubowski motioned to approve release of \$36,000 from the reserves, payable to Metrotech Design Group, to cover the initial 1/3 of their fee and to purchase stainless steel kickplates for installation on the interior side of all trash chute room doors. Seconded by David Loring.

Edward J. Frischholz – Yes
Danielle Aeschbacher – Yes
David Loring – Yes
Lynne Bloch – No
George Jakubowski – Yes
The motion carried 4 to 1.

George Jakubowski motioned to approve the 2004 budget. Seconded by Danielle Aeschbacher. The motion carried unanimously.

GARAGE/LAUNDRY BUDGET REPORT

No Action.

Edward J. Frischholz directed Danielle Aeschbacher to recommend an add-on figure for non-resident parking tax.

CABLE & LONG RANGE PLANNING

No Action.

LIBRARY REPORT

No Action.

BALCONY REPORT

No Action.

GARAGE RULES & REGULATION

No Action.

RESERVE STUDY

No Action.

COMMUNITY LIAISON REPORT

No Action.

WELCOMING COMMITTEE REPORT

No Action.

EXERCISE ROOM

No Action.

MANAGEMENT/ENGINEERING REPORT

No Action.

SALES AND LEASES REPORT

Edward Frischholz motioned to approve all Sales and Leases as identified in the months of December 2003 Management Report. Seconded by Danielle Aeschbacher. The motion carried unanimously.

Sales

Unit 20-O	Harrison sold to Chan and Ng for	\$196,500.00
Unit 15-J	Mejicanos sold to Glavin for	\$120,000.00

Leases

Unit 17-M	Sanchez rented to Perez for	\$850.00 per month
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OLD BUSINESS

No Action.

NEW BUSINESS

No Action.

ADJOURN/RECESS

Lynne Bloch motioned to adjourn/recess. Danielle Aeschbacher seconded the motion.