

# MEETING MINUTES

## GREAT HARBOR ESTATES ANNUAL OWNER'S MEETING

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Date: October 10, 2025

Time: 10:00 am

Meeting called to order by: Jack Gibbons, Board President

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### IN ATTENDANCE

Jack Gibbons, Board President, 102 & 109 (p) & 211 (p)

Noah Burby, Secretary, 101

Gary Tillman, At Large 1, 202

William Kraemer, 101

Mike and Lisa Henry, 111 & 201(p) & 212 (p)

Ann Brieck, 104

Richard and Linda Anastasia, 110

Jahna Romano, 207

Amber Muñoz and Rebecca Buchanan, 209

Faye Masterson, 106

Ryan and Sheila Gleason, 105

Tony (by phone) and Stephanie Davis, 205 & 112

Emma Lanning, 204

April Karen, 206

Amory Thorndike and Melissa Nasson, 108

Bob & Pat Gould, 213

Karen McFarland, 210

Justin, Snyder, 208

By Proxy:

Diane Woods, 201 (by Mike Henry)

Louise Macul, 212 (by Mike Henry)

Linda Jacoby, 109 (by Jack Gibbons)

Melissa Gilbert, 211 (by Jack Gibbons)

Holly Masterson, (by Faye Masterson)

### INTRODUCTION OF OWNERS AND ESTABLISHMENT OF A QUORUM

Owner's went around the room and introduced themselves and listed their unit, where they live, and what they do.

## **GROUND RULES FOR THE MEETING**

Jack Gibbons outlined the following topics for the meeting

- Be respectful and kind
- Raise your hand to ask a question
- No personal attacks. Please be professional and businesslike.

## **APPROVAL OF MINUTES**

**Mike Henry made a motion to waive the reading of the 2024 Annual Owner's Meeting Minutes, seconded by Melissa Nasson. The motion passed unanimously.**

**Mike Henry made a motion to approve the 2024 Annual Owner's Meeting Minutes, seconded by Melissa Nasson. The motion passed unanimously.**

## **HOUSEKEEPING ITEMS**

Jack Gibbons outlined the following items to remind owners and to pass along to their tenants:

- No personal items, including sports equipment, are allowed to be left unattended in the common areas.
- Garbage is only allowed in sealed bags. If it does not fit in a sealed bag, please take it to the dump yourself.
- Please do not run or stomp up and down any of the stairwells.
- Please do not criticize or judge any persons hired by the board to perform work at GHE.
- No plugging in to the common area electrical outlets.

## **ACCOMPLISHMENTS IN THE LAST YEAR OR SO**

Jack Gibbons shared with the owners the following accomplishments made at Great Harbor Estates:

- Elevator upgrade. Many contractors were involved to update the electronics and several other components to keep the elevator reliable and operational. This was a great expense for the organization.
- More secure email system. Now through Outlook. **board@greatharborcondo.com** is the new email address. Please discontinue use of the old Yahoo email.
- New groundskeeper
- Everyone is current on dues and hot water heaters.
- New sales: 104, 105, 108, 204

## **TREASURER'S REPORT**

### Proposed Budget

We are solvent. There is money in the bank, but we will not accrue savings fast enough to pay for the roof when we will need it. To keep abreast of expenses as they increase, we are proposing a 10% increase in HOA dues.

A question was asked about the method of communication from the board to the owners. Jack explained that there is an email list that is used for these messages.

A question was asked about the insurance expense and if it was due to the prior flood. It was explained that we are no longer effected by that only that rates have increased exponentially.

Gary mentioned that owner's should ensure that their insurance would cover part or all of the deductible for the board policy, which is currently \$10,000. This would be an addendum to be the secondary for the building's primary.

A question was asked of which insurer the building uses GH Allen is the agent and Acadia Insurance is the provider.

#### New financials, etc.

Roof estimated to last 3-5 years. Current estimate is ~\$80k+ from D&S Roofing of Lamoine and if we wait a decade, it could be more than the \$150k that was included in the budget documents.

A new account will be active in 2026 to hold the capital improvement savings. We currently have an operational account and a reserve account (\$30k).

A suggestion was made to have financial reports sent out to owners more than once per year.

A discussion was had about the individual budget items. Under landscaping an owner questioned the \$15k expense. Jack explained that our landscaper is also our gardener. There was a proposal to reallocate his hours to focus more on mowing. There was a consensus that the gardens and landscape could be better kept.

A discussion was had about the maintenance and utilities decreasing.

**A vote was called on the second budget proposal, which includes the 10% increase to the HOA monthly dues, to begin January 1, 2026, by Mike Henry and seconded by Gary Tillman. The vote passed unanimously.**

**Amber Muñoz motioned to approve the special assessment of one month's dues, seconded by April Karen. 11 for, the motion failed.**

## **PROPOSED CHANGE TO BYLAWS TO ALLOW FOR THE EXCEPTION OF TWO BICYCLE RACKS (ONE IS EXISTING AND ONE NEW ONE)**

### **Amendment to the Bylaws Article VI. Section 6.10(A)**

The last sentence of the above-referenced section, 6.10(A), should be amended to read:

" With the exception of a bicycle rack provided by the Association, located by the front door and one located on the south lawn, in the vicinity of the mechanical room, there shall be no personal property belonging to any resident or unit owner left unattended or stored on any portion of the Common Elements."

**Mike Henry motioned to approve the amendment to the bylaws for the original and the additional bike rack, seconded by Ann Brieck. The motion was passed by the majority.**

## **TWO BOARD SEAT ARE UP FOR ELECTION**

**Gary Tillman motioned that the association approve by acclamation that the two candidates take the two open positions, seconded by Bob Gould. The motion was passed unanimously.**

## **NEW BUSINESS**

Should we change the date of the annual meeting for next year and beyond?

The suggestion on the floor is to have the meetings be on the Saturday of IDP Day

**A straw poll was held, and the majority of people are in favor of keeping the date of the meeting on the first Saturday of October.**

For next year's meeting and beyond, choice of Zoom?

Ann Brieck offered to set up and operate a Zoom option for the next annual meeting. Jack Gibbons commented that it is possible for the meeting to be hacked. Also, the board will not

provide a computer or internet. Amory Thorndike commented that other organizations allow for Zoom options that allow for votes over Zoom. Ann, Bec, and Mike will investigate this.

Ann Brieck offered to send a quarterly update to owners.

Mike Henry would like for us to investigate moving our accounts into high-yield savings accounts. He offered to work with Tony on this matter.

## **NEXT MEETING**

Next meeting will be held on October 3, 2026

**Justin Snyder made motion to adjourn at 11:42 pm, seconded by April Karen. Motion passed unanimously.**

## **BOARD OFFICERS**

**Gary Tillman motioned to keep the same slate of officers, seconded by Noah Burby. The motioned passed unanimously.**