

MINUTES OF JOINT MEETING OF BOARD OF DIRECTORS  
AND OFFICERS OF DOVER GREEN CONDOMINIUM ASSOCIATION INC

A joint meeting of the Board of Directors and Officers of Dover Green Condominium Association Inc. was held on March 12, 2026. Present were: Caryn Wheeler, Gladys Orlando, Deborah Ferencak, Ivan Martinez, Christine Oliver, Daniel Gaylord & Janice O'Brien. No one was absent. 6 residents/owners also attended.

**Minutes of Previous Meeting:** Daniel moved, and Gladys seconded the motion to accept the minutes of the previous regular meeting. The motion passed unanimously.

**TREASURER'S REPORT:** Caryn reported: Two units are 3 or 3+ months behind for \$5,703.28 (which include attorney fees for the lien); One unit is 3 months behind for \$1,680. Six units are 2 or 2+ months behind for a total of \$6,319. Fourteen units owe for the current month for \$7,840. Total outstanding at this time is \$21,542.28. Owners should soon receive our 2025, end of year Schedule of Receipts and Expenditures in the mail. Beginning next month, the monthly Statement of Receipts & Expenditures should be available at our Board meetings again. Also, the date due for our corporate taxes has been changed from March 15<sup>th</sup> to April 15<sup>th</sup>.

**COMMITTEE REPORTS:**

Maintenance: Caryn reported that Gus has needed help getting our sprinklers working properly again. There have been many main lines found broken by tree roots. The Zone 2 controller for O'Hara has still not been located. Over two large boxes of our sprinkler heads have been replaced and a few are being relocated. Sprinkler work is continuing in some areas. Two reported roof leaks were checked but had been previously fixed. Two toilets in the ladies area of our clubhouse were recently found damaged and loose from the wall. Apparently, they were damaged by residents or a guest as they had recently been replaced. Besides being a safety issue, this also causes an unnecessary expense for owners & time wasting problem for Gus.

Clubhouse: Gladys reported there was 1 party last month and 1 party is now scheduled in each April and May.

Sales & Leases: Janice reported that two rental interviews were held recently. Daniel & Janice interviewed Vanessa Stafford for a lease on Skelly. She has no pets. The second interview was with the Boss family for a unit on Emerald Isle. Caryn and Janice interviewed Mrs. Boss. They have no pets. Janice moved to approve both rentals. It was seconded by Gladys and passed unanimously.

**CORRESPONDENCE:**

Caryn reported that a letter had been sent to an owner who is pet-sitting a large dog & allows it outside without a leash, which is not allowed in our documents, or by city laws either.

A get-well card was sent to Mr. Kim Mere.

**UNFINISHED BUSINESS:**

Until the sprinkler issues are fixed, and the new roofs are all installed, new sod must be delayed.

**NEW BUSINESS:**

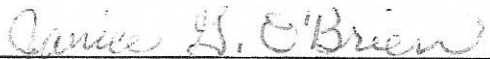
Our Roofing Committee has been meeting with several different companies, making sure they have the proper credentials required in our by-laws. They made sure that comparable materials, etc. are being used and now have received several bids. Two companies are now being considered: Hodges Roofing and Top Builder. **Units that have skylights will have to pay individually for new ones before the re-roofing starts for their building. A letter will be sent to each affected unit's owner with the amount due and when. If you do not pay for the new skylight, as required before your building is being re-roofed, it will be covered over.** Gutter systems will be saved & re-used as much as possible.

Deborah Ferencak reported that she attended an I-Lead Class recently sponsored by the City for Condo & HOA Board members. She received \$250 for attending. She moved to use the funds to beautify our front entrance. Gladys seconded and the motion passed unanimously.

**OPEN MEMBER FORUM:**

There being no further business to come before the Board, the meeting was adjourned.

Respectfully Submitted,

  
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Janice G. O'Brien, Secretary

**Next Board Meeting: Thursday, April 9, 2026, in the Clubhouse at 7:30PM**