**MINUTES**

**GORDON COURT**

**DATE**: March 15, 2022

**OPEN:** 7:05 PM

**ATTENDANCE:** Suzanne Fayette, Linda Reynolds, Lawrence Cullen, Susan Fitch, Rod Tidd and Kim Lipczynski

**ABSENT:**

1. Welcome by Chairperson, Suzanne Fayette
2. United Helpers Purchase/Repairs…Kim stated entrance/exit signs and office/bathroom renovations will be postponed until new maintenance supervisor is in place and up to date. Knox boxes are all set, just awaiting keys for completion. CSC will be installing new laundry equipment, which is currently on order with new feature of money loaded onto cards so tenants will not have to search for change for operation of units.
3. Capital Needs Assessment has been ordered and awaiting schedule date.
4. Kim updated on audit……prior records incomplete but auditors will update with information they have.
5. By- law changes have been approved and on file with RD.
6. Raised Bed Gardens ordered for spring/summer.
7. December 2021 minutes were accepted by Larry Cullen and seconded by Rod Tidd, approved by all.
8. Next Meeting; Tuesday, JUNE 14, 2022@ 7 PM in Community Room..
9. ADJOURN: 7:40 PM