



## I. CALL TO ORDER

Chairperson Marisa Roberts called the meeting to order at 6:00pm

## II. ROLL CALL

Trustee Liaison: Mike Barth  
Chair: Marisa Roberts  
Members: Sandra Muchin Kofman  
John Krampf-excused  
Dan Zitzer  
Tony Aiello-excused  
Liz Levins  
Tom Noble-excused

Also Present: Accounting Assistant, Cindy Baker  
There were two people in the audience.

## III. APPROVAL OF MINUTES

- A. Approval of the November 6, 2017 minutes.

Motion by Trustee Barth, seconded by Dan Zitzer, to approve the minutes of November 6, 2017.  
Motion carried unanimously.

## IV. BUSINESS

- A. **Roof-revision**  
**9712 N Lake Dr.**  
**017-050-02-06-001**

Erin O'Connor, homeowner, appeared on behalf of the project. There were no neighbors in attendance. A description of the project is as follows: roof revision.

Motion by Trustee Barth, seconded by Marisa Roberts, to approve the roof as described and presented in the application. Motion carried unanimously.

- B. **Concrete front stoop**  
**9020 N Pelham Pkwy**  
**021-0105-000**

Tetyana Ter-Nersesyants, homeowner, appeared on behalf of the project. There were no neighbors in attendance. A description of the project is as follows: Concrete front stoop.

Motion by Trustee Barth, seconded by Liz Levins, to approve the concrete front stoop as described and presented in the application. Motion carried unanimously.

**V. ADJOURNMENT**

Motion by Marisa Roberts, seconded by Dan Zitzer, to adjourn the meeting at 6:10pm. Motion carried unanimously.

Respectfully submitted,  
Cindy Baker  
Accounting Assistant