

UNAPPROVED MINUTES
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.
BOARD MEETING – June 18, 2026 – 11:00 am

Present were Howard Picotte, President; John Scheldt, Vice President, #1; Gayla Larson, Secretary, At Large; Jim McCabe, #2; Erika Boardman, #3; and Frank Bonura, #10. Jeff Kay, Treasurer, #8, Jim Monroe, #7, and Marci Gallagher, #9, were absent. Hilary Fitzgerald, Property Manager, was also present.

Unit owners present were Dave Carlson, Dolores Faust, Sally Weeks, and Roger Wilson, Assn #1; Cathy Duchow and Ray Kerker, Assn #2; Gary Burgess, Phil and Donna Incerti, Ernie Leander, Nacho Mella, Marilyn Sheehan, and Roberta Williams, Assn #7; Bob and Lynn Garren and Nancy Gill, #8; Carolyn Jarotz, Assn #9; and Anne Bonura and John LoSchiavo, Assn #10.

1. A quorum being present, President Picotte called the meeting to order at 11:00 am, and the agenda was approved as presented. President Picotte announced the resignation of Jeff Kay, Treasurer and Director for Association #8. Mr. Kay is a long-time resident of our association, and his volunteerism and work for the community are valued and appreciated.
2. **Minutes**
Motion: On motion made by Mr. McCabe and seconded by Mr. Scheldt, the minutes of the May 21, 2026, meeting were unanimously ratified as previously emailed.
3. **Property Manager's Report** – Ms. Fitzgerald reported that any director utilizing Bam Tree Service must sign a waiver for its use which she will provide. She also noted that the Association received a quote from fire prevention companies indicating that two hydrants require replacement. Upon review, it was determined that one of the hydrants identified in the quote belongs to the county and is not the Association's responsibility. Ms. Fitzgerald will address this error with the companies and will obtain a third quote for the repair or replacement of the Association's hydrant.
Mr. Picotte reported that Monday morning the fire extinguishers will be evaluated by Pye Barker. We are required by law to perform this annual evaluation.
Our association owns five (5) fire hydrants – the hydrant at the east end of Annwood belongs to the county. Ours are 8409 Annwood, 8219 Annwood, Bardmoor Blvd & Berkshire Lane, Bardmoor Blvd west of Annwood Road, and Bardmoor Blvd and Candlewood.
4. **President's Report:** President Picotte reported that Jeff Kay, Director of Association #8 and Treasurer, has resigned his positions due to his relocation out of the area. Mr. McCabe has assumed the responsibilities of Treasurer, petty cash monitor, and Clubhouse Rental Supervisor. Mr. Picotte will assume the position of Director for Association #8 and will handle the maintenance for the clubhouse.
Mr. McCabe also reported that he will be transitioning the clubhouse rental process to a more digital format. The new procedures, including a reservation calendar and instructions for use, will be posted on the Association's website.
5. **Treasurer/Rec Hall Manager Report:** Mr. McCabe reported that there is currently \$200.69 in petty cash. He received three rental checks
6. **Unfinished Business:** Mr. McCabe reported on progress to date for our landscaping company search. We will begin using Pro Green Grounds Maintenance, which offered a stronger, more comprehensive approach. This contract will begin on August 1, 2026, with service starting August 3rd. Nine companies were asked to bid, seven made bids of which two dropped out leaving the five remaining companies as finalists. After checking references and performing a side-by-side comparison of these five companies, it was determined that Pro Green offered the most comprehensive service plan and would also perform our palm tree trimming service, which would save the

association money.

Motion: On motion made by Mr. Scheldt and seconded by Mr. Bonura, the board unanimously approved the selection of Pro Green Grounds Maintenance and signing of their contract as our new landscaping company.

7. **New Business:** As previously announced, Mr. Picotte will assume the position of Director of Association #8 and will handle the maintenance needs of the clubhouse. Mr. McCabe has assumed the responsibilities of Treasurer, petty cash monitor, and Clubhouse Rental Supervisor.

Motion: On motion made by Mr. Bonura, seconded by Mr. Scheldt, the positions announced were unanimously approved.

8. **Director Comments, Improvements, Remodeling, and/or Sales/Leases**

#01 **Motion:** On motion made by Mr. McCabe and seconded by Mr. Picotte, the board unanimously approved the rental of 8372 Candlewood Road to Ms. Ross.

#02 Mr. McCabe presented two requests for improvements.

Motion: On motion made by Mr. Picotte and seconded by Mr. Bonura, the board unanimously approved the request for landscaping changes at 8428 and 8426 Brentwood.

#03 **Motion:** On motion made by Ms. Boardman and seconded by Mr. McCabe, the ratification of the request for a new front door at 8415 Annwood was unanimously approved.

Ms. Boardman reported receiving complaints regarding the artificial alligator and owl located near the pool area. These items are intended to deter ducks from entering the pool and surrounding area. However, children have been observed playing with and moving these faux deterrents. Unit owners are requested to refrain from handling these items and to ensure that their children, guests, and family members do not play with or disturb them. Ms. Larson will send an email to all unit owners reminding them of these instructions and requesting their cooperation.

#07 **Motion:** On motion made by Mr. McCabe, seconded by Mr. Bonura, the ratification of the requests for flat roof repair at 8219 Annwood, and window replacement at 8233 Brentwood were unanimously approved.

#08 No report

#09 No report

#10 **Motion:** On motion made by Mr. Bonura and seconded by Mr. McCabe, the board unanimously approved the request for window replacement at 8252 Annwood Road.

9. **Residents' Questions & Comments.** A resident has asked to plant a magnolia tree where another oak tree was cut down. Mr. Picotte reported that the planting of trees is prohibited.

The "mess" reported on the median at the end of Brentwood is the responsibility of the county, and they will continue to work on that hydrant until the work is completed.

The sprinkler pumps are now working.

Trees which were removed last year are scheduled to be replaced in accordance with instructions/guidance of the county and following their restrictions. The trees scheduled to be planted this year are being planted to replace those removed and are planted following County regulations.

10. **Next Meeting**

The next meeting is scheduled for Thursday, July 16, 2026, at 11:00 am.

11. **Adjournment**

There being no further business to come before the board, the meeting adjourned at 11:40 am.

Prepared by Gayla Larson, Secretary, on June 18, 2026