

APPROVED MINUTES
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.
REGULAR MEETING – February 23, 2023 – 11:00 am

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

Owners present were Catherine Rehberg and Sharon Sweat (#1); Dawn Elsea, JoAnn Kordas, Nacho Mella, and Marilyn Sheehan (#7); Donna McConnell (#8); Carolyn Jarotz (#9); and Anne Bonura (#10).

A quorum being present, Vice-President Scheldt called the meeting to order at 11:00 am.

1. **Minutes**

Motion: On motion made by Frank Bonura and duly seconded, the board unanimously ratified the minutes of the February 9, 2023, meeting as presented and previously approved via email.

2. **Property Manager's Report/Remarks**

Meghan Thomas delivered her Manager's Report as follows:

- **Swimming Pool:** The Pool Works confirmed that the pool resurfacing project is scheduled to commence on June 5th of 2023. Also, there will be no price increases to the approved contract total \$29,478. The only additional cost would be for any unforeseen issues once the pool is drained and evaluated; this would be in the form of a change order. (This will stay on Management Report until Pool Works completes project)
- **Pink Wall:** Work is still planned to repair the wall. Ms. Thomas will provide an update on bids as they are received.
- **Fire Inspector:** The Board is looking into options to purchase the fire extinguisher equipment (51 units), and as soon as final bids are received, the matter will be attended to and reported upon. The units will be boxed with a protective door. Ms. Thomas is seeking copies of the code book regarding requirements for installation of these fire extinguishers. Each association has a deferred maintenance budget line which can be applied to this installation once the full expense is known.
- **Windowsills:** Lowes has provided a quote which is the lowest (\$550) and has been provided to the Board.
- **Palm Tree Trimming Quotes** – Additional quotes have been requested and will be reported when they are received. Top Shelf's quote is anticipated as the third quote within days.
- **Financials:** There was an error in January financials statements which has been corrected, and the balance and income statement statements are provided to the directors this morning.

3. **President's Remarks:**

Mr. Scheldt delivered follow-up remarks on repair of the wall, windowsill repairs, and palm tree trimming to be done.

4. **Treasurer/Rec Hall Manager Remarks**

- Petty cash is now back to \$476, rental checks continue to come in.
- Mr. Kay reminded the board and attendees that Pool Works will begin work on the pool project in June and requests everyone's support during the time that the pool is closed for this work.

5. **Unfinished Business:** None

6. **New Business:** None

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

#1 8456 Candlewood has a water leak, and repair work is being done.

8358 Candlewood has sold, and the new owner has been interviewed.

Motion: On motion made by Mr. Kay, seconded by Ms. Boardman, and unanimously approved, the board welcomed the new owners of 8358 Candlewood Road.

#2 No report.

#3 No report.

#7 No report.

#8 No report.

#9 8089 is questioning when the work will be done on the windowsills. Mr. Suggs has removed the Norfolk pine tree in question in that association at his expense.

Motion: On motion made by Mr. Kay and seconded by Mr. Bonura, the quote from Lowe's was unanimously approved for work to be done on the windowsills.

#10 Termite inspection is complete.

8. **Drainage Issues:** There are still major drainage issues behind certain units. This is an ongoing issue from last year. Ms. Thomas has a contact to begin planning the work to correct this issue. She requested clarification as to how the matter will be expensed. The issue will be an expense for each individual association which may require assessments with the associations.
9. **Unit Owners Comments:**
Ms. Rehberg stressed that if damage was done to an addition to any unit, it is the responsibility of the unit owner – whether tree problems, drainage issues, etc.
10. **Next Meeting**
The next meeting is scheduled for Thursday, March 9, 2023, at 11:00 am.
11. **Adjournment**
There being no further business to come before the board, the meeting adjourned at 11:29 am.

Prepared by Gayla Larson, Secretary, on February 24, 2023