

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

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

Owners present were Mike Buckley, Anne Canarvis, Ellen Merkow, Catherine Rehberg, and Nancy Waters (#1); Cathy Duchow, Thomas McGinty, and Fred Tarr (#2); Gene and Sharon Hammett (#3); Teri Blasser, Molly Burkholder, Dawn Elsea, JoAnn Leander, Kathy LeBerth, Joann McGough, Nacho Mella, Marilyn Sheehan, and Vickie Simpher (#7); Donna McConnell (#8); Carolyn Jarotz (#9); and Anne Bonura (#10).

A quorum being present, President Picotte 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 March 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:** Ms. Thomas continues to try to contact Jack Pink at The Pool Works. However, she has had no response. She will circulate the contract to the Board so that the Board can communicate with Mr. Pink via voicemail to see if we can make contact.
- **Pink Wall:** Additional edits have been requested for the current quotes. Ms. Thomas has located a survey that was completed and filed in the county in May of 1969. With this and the photos from property appraiser's website, we should be able to measure the distance from 8350 to the property line to determine who owns the wall.
- **Fire Extinguishers:** The installation of the fire extinguishers has been completed. (Mr. Picotte stated that the board did not receive notice of when the work would commence and, therefore, could not notify the owners. The board had no input as to the location of the extinguishers. They had to be placed within 75 feet of each unit's front door. They have been inspected and are good for a year. The board will set a training session on how to operate the extinguishers for each block at a time to be published.)
- **Windowsills:** Lowes has completed the work quoted at \$550. However, they submitted an invoice for \$990. Additionally, there were several complaints on the service provided by Lowe's.

Motion: On motion made by Mr. McCabe and seconded by Mr. Picotte, the board approved payment of \$550 as previously quoted by Lowe's.

- **Palm Tree Trimming Quotes:** Trimming began today and will run until next Tuesday. The additional hardwood trimming will be done as they finish palm tree trimming. Palms are trimmed in a "hurricane" cut.
- **New Personnel:** Ms. Thomas introduced Emily Height who will be working with Ms. Thomas in place of Linda Loud.

3. President's Remarks: There were none.

4. Treasurer/Rec Hall Manager Remarks

- Petty cash is still at \$466, and Mr. Kay has a check to deliver today.
- The church is complaining that their checks are not being cashed in a timely manner. It appears the delay is with the USPS.

5. Unfinished Business:

- Palm tree trimming is underway.
- Wall repair is underway.
- Acentria Insurance Pre-Storm Relationship with Southern Cat:

Motion: On motion made by Mr. Bonura and seconded by Mr. McCabe, the board agreed to sign a contract with this firm, all associations under one contract. There is no charge until their services are utilized, and then the firm will work with our insurance agents to secure payment.

6. New Business:

- Unsatisfactory Pool Inspection: We had a pool inspection by the State of Florida, Department of Health, County Health Department. We have until April 12 to rectify or show proof that we are working on this. The majority of these violations will be remediated by the pool refinishing in June during which everything will be brought up to code. We will need a new “rules” sign including the maximum depth of the pool. We will need to address the maintenance log issue which states that chlorine and pH readings need to be logged daily. Ms. Thomas feels that this violation will not shut our pool down because three times a week is already being done.
- Community Crime Watch: With the notice of itinerant visitors to our neighborhood at various times, several unit owners questioned the need for an active “crime watch” in our associations. The board will look into the requirements and rules for establishing such a “watch.” We are encouraged to contact the Sheriff’s Department whenever we feel something is not right. The Board receive no notification from providers coming into our area. If you see something, say something. The more reports the Sheriff receives, the more patrols they will set.

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

#1 8352 Candlewood is requesting approval for a ring doorbell installation.

Motion: On motion made by Mr. McCabe and seconded by Mr. Kay, the board approved the installation of this ring doorbell.

Mr. Scheldt is setting four (4) rat bait stations between 8301 and 8307 Annwood. Unit owners are urged NOT to feed critters – squirrels, birds, etc.

8355 Annwood is requesting approval to refurbish their driveway and need a survey which will be done at their expense.

#2 The website continues to receive traffic, and the content is limited to 12 months of current documents. Mr. McCabe would like to have more information from the social club to include on the website. Mr. McCabe requested a listing in the minutes of “action items” so that issues recorded are kept on the list until they are completed.

#3 Ms. Boardman will work with Pat Bolvin to clean gutter downspouts after Willow Tree cleans the gutters.

#7 Mr. Monroe is ordering bait stations. He will contact John at Willow Tree about the complaint he received concerning landscape trimming work. When roofs are replaced, the unit fascias should be repaired at that time to help with rat control.

#8 8066 Brentwood has new owners. Mr. Kay is having water shutoffs checked on 8060 – 8066 Brentwood.

Motion: On motion made by Mr. Kay and seconded by Mr. Picotte, the board welcomed the new owners of 8066 Brentwood to our community.

#9 Ms. Gallagher questioned hardwood trimming which will be done along with palm tree trimming this week.

#10 Mr. Bonura has set bait stations around his units.

8. Unit Owners Comments:

8423 Annwood complained about the notification citing them for an open garage door. This was reported in the minutes as part of the management report, no citation was issued, and this will not appear there in the future.

8225 Annwood questioned the fire extinguishers and the possibility that these could be used as weapons to break into their home.

8223 Annwood would like to see the neighborhood watch established.

8311 Annwood stated individuals should call the Sheriff if they are concerned. Sensor lights should also be set up to brighten the areas behind Annwood.

8086 Annwood suggested unit owners purchase motion-detector sockets to add to their outdoor lights. Additionally, they suggested unit owners keep their car keys by their bed and use the “panic” button if they are frightened.

8221 Annwood wants lights put up in the dark back yard areas of the association. It would be costly for the associations to do this.

8411 Annwood questioned the outdoor lights at the back entrances. At one time there were motion-detection lights there, but whether they still work is unknown.

Mr. Monroe suggested individuals consider putting up a ring flood light at the back of their homes. This is a relatively inexpensive fix.

8358 Candlewood asked if they could add a camera to their backyard. They need to complete the remodeling form and get board approval, but it can be done.

9. **Financial Flyers:** Ms. Thomas requested approval from the board to purchase postcards to mail to the owners for year-end financials.

Motion: On motion made by Ms. Boardman and duly seconded, RPM was approved to purchase said postcards.

10. **Next Meeting**

The next meeting is scheduled for Thursday, April 13, 2023, at 11:00 am.

11. **Adjournment**

There being no further business to come before the board, the meeting adjourned at 12:15 pm.

Prepared by Gayla Larson, Secretary, on March 23, 2023

Action Items:

- Follow up with The Pool Works to ensure timely refinishing work in June as stipulated in our contract. Ensure that *unsatisfactory* pool inspection will be brought to *satisfactory* after that work.
- Follow up with Triangle Pool after letter was sent to determine their response.
- Establish fire-extinguisher training session.
- Determine that Lowe’s is paid only the amount they quoted - \$550.
- Establish rules and policies for the Crime Watch unit.