

APPROVED MINUTES
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.
REGULAR MEETING – October 12, 2023 – 11:00 am

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

Unit owners present were Mike Buckley, Janet O'Brien, and Catherine Rehberg (#1); Molly Burkholder, Dawn Elsea, Nacho Mella, Marilyn Sheehan, and Roberta Williams (#7); Bob & Lynne Garren (8); 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 Jim McCabe and seconded by Frank Bonura, the board unanimously ratified the minutes of the September 28, 2023, meeting as presented and previously approved via email.

2. Property Manager's Report/Remarks

Meghan Thomas delivered the financial summary and her Manager's Report as follows:

- **Budgets** –Some board members have met with Ms. Thomas regarding the budget, and she would like to request the remaining members meet with her to review the budgets prior to October 27 so the notice can go out to the members in the second notice of annual meeting. Please let her know what times/dates are good for the remaining board members so she can schedule meetings in her office.
- **Annual Meeting** Ms. Thomas has the annual meetings set in her calendar for Thursday, December 7, at the regularly scheduled time. She asks that all unit owners check their calendars so they can be in attendance. Specific association meetings will be announced in the mailing to all unit owners.
- **Pool Overpayment**
Pool works has been contacted and they state a refund has been issued. However, the check has not been received by RPM, and Ms. Thomas has requested a new check from The Pool Works or verification that the payment cleared their bank account.
- **Pool Warranty Information** The release of lien was received, and the contact person who provided the document stated they will secure the warranty shortly which will then be sent to the board via email.

3. President's Remarks: Mr. Picotte had no additional remarks.

4. Treasurer/Rec Hall Manager Remarks

- In Mr. Kay's absence, there was no Treasurer's Report.
- Mr. Picotte reported that the air conditioning unit in the card room of the clubhouse has been repaired after two service calls and the brush is being removed from the end of the pool.

5. Unfinished Business

- **A permanent change of board meetings** to one per month was briefly outlined.
Motion: On motion made by Marci Gallagher and seconded by Jim McCabe, the board unanimously approved a permanent change to one board meeting per month on the third Thursday of each month, beginning in November.
- **RFP for lawn care and trash disposal** continues on hold until after the budget is finalized.
- **Flagpole lighting:**
Motion: On motion made by Jim McCabe and seconded by John Scheldt, the board ratified the motion previously approved by email so this work may be done. The Men's Saturday Coffee group will dig the trench for the wiring.
- **Shuffleboard court repair** is anticipated to be done soon, weather permitting.
- **Secure copy of notarized release of lien and guarantee support papers for pool.** Ms. Thomas has the lien and awaits the warrantee information which will be sent to the board when it is received.

6. New Business: There was no new business.

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

- #1 **Motion:** On motion made by Mr. Bonura and seconded by Mr. Monroe, the board unanimously ratified the approval of repair of window ledges at 8431 Brentwood, at Association 1 expense. This work is being scheduled.
Mr. Scheldt reported that there is a continuing problem with the resident behind 8350 & 8352 Candlewood and holes being shot into the roof of those two units. It may warrant another call to the Sheriff's Office.
- #2 Mr. McCabe was notified this morning that there was a break-in at 8411 Brentwood. Please keep your car doors locked and take a picture of what is in your car in case you need to report a theft.
- #3 **Motion:** On motion made by Ms. Boardman and seconded by Ms. Larson, the board unanimously approved the sale

of 8426 Annwood.

Motion: On motion made by Erika Boardman and seconded by Howard Picotte, the board unanimously ratified the email vote to approve the removal of a dead palm tree at 8412 Annwood at Association #3 expense.

#7 Mr. Monroe had no report.

#8 In Mr. Kay's absence, Mr. Picotte reported on the interview process for a new owner.

Motion: On motion made by Mr. McCabe and duly seconded, the board welcomed a new owner at 8060 Brentwood.

#9 Ms. Gallagher reported that she had a streetlight out on the corner of Candlewood and Merrimoor. Mr. Suggs addressed the problem and replaced the fuses, but Ms. Gallagher will contact Duke Energy to ask them to replace the fuse box cover.

#10 Mr. Bonura had no report.

8. **Unit Owners Comments:**

There were no comments or questions from the unit owners in attendance.

Mr. Scheldt reported a comment that the pool had algae growing in it and Triangle Pool took care of it. Mr. Picotte and Mr. Kay will look at the video to see what correction was made.

9. **Next Meeting**

The next meeting is scheduled for Thursday, October 26, 2023, at 11:00 am.

10. **Adjournment**

There being no further business to come before the board, the meeting was adjourned at 11:18 am.

The November and December meetings will be held on November 16 and December 21 respectively. Additionally, the Annual Meeting(s) will be held on December 7, 2023, at times to be announced via USPS mail from Resource Property Management.

Prepared by Gayla Larson, Secretary, on October 12, 2023