

APPROVED MINUTES
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.
REGULAR MEETING – April 18, 2024 – 11:00 am

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

Unit owners present were Dave Carlson, Janet O'Brien, Catherine Rehberg, Eleanor Watkins, and Sally Weeks (#1); Cathy Duchow (#2); Teri Blasser, Molly Burkholder, Phil Incerti, Kathy LeBerth, Nacho Mella, Patti Pierri, and Marilyn Sheehan (#7); Dick Carmen, Nancy Gill, and Donna McConnell (#8); Michael Hendren and Carolyn Jarotz (#9); Anne Bonura, Debbie Castiglia, and Carol Loring (10). There were no owners present electronically.

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 March 21, 2024, meeting as presented and previously approved via email.

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

Meghan Thomas delivered her Manager's Report as follows: Money is due from Association #6, and RPM is looking into the reasons for this late payment.

➤ **Vendor Meeting Updates.** Ms. Thomas acknowledged that the insurance representatives had made their presentation during last month's meeting.

➤ **Palm Tree Trimming:** PrimeScape, their quote having been approved by the board, completed the palm tree trimming this week. No invoices have been received at this time.

➤ **Fire Extinguisher Update:** She reached back out to Pye Barker and asked them what happened with their quote, and they said they would look into it and get back to her.

ABCO Fire was the company that installed them last year. She had already reached out and left messages back in the beginning of March when she found that they went out of business and CINTAS bought them out. That being said the customer service rep for CINTAS was a delight and will provide a quote to us as soon as possible as she understood why I didn't get a response from ABCO. Ms. Thomas will send additional quotes to the Board when they are received.

Mr. Picotte directed Ms. Thomas to include the inspection of fire hydrants (5 owned by us) in the quotes being requested and reported.

➤ **Pool Heating:** Ms. Thomas is looking into companies that can install a pool heater to determine costs the association would anticipate. Any such installation, if agreed upon by the board, would be a material alteration and would require a full vote by the association members – 75% of the 173 units in our various associations.

Pool drilling for the pump has been completed and Ms. Thomas will expense this as was done in the past.

➤ **Owners' Complaints:** Ms. Thomas reported that during inspection, there were several matters which need to be addressed with the Willow Tree. Additionally, she has had a complaint from #9 regarding a golf cart. Mr. Picotte requested that all unit owners should notify their director if they have a problem/concern. Go to the director and not to Resource Property Management.

3. **President's Remarks:** Mr. Picotte's remarks had already been included in Ms. Thomas manager's report.

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

Mr. Kay reported there is \$425.94 in petty cash. \$1440 in rentals from last month have been turned in for deposit.

An outside person has requested use of our pool for therapy. This has been examined by our insurance company, and the person is denied the use of the pool as a private citizen.

5. **Unfinished Business:** There was none.

6. **New Business:** Heating the swimming pool committee. Ms. Larson will send an email to all members requesting volunteers to serve on the committee wishing to heat the pool. We will select at least five volunteers, hopefully one from each association, to work on the committee. They will receive ground rules and an outline of what we are looking to do. An outline of the requirements and their anticipated costs will be included for the committee.

Motion: Mr. Kay moved, seconded and unanimously approved that the committee should be selected from email volunteers.

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

#1 **8364 Candlewood:** new lessee.

Motion: On motion made by Ms. Larson and duly seconded, the email vote for approval of Carol DiSimone was unanimously ratified by the Board.

Please notify Mr. Scheldt if you note any cracked windowsills. Also let him know if there are any trees planted close to the foundation of the units. Tree removal is necessary for these trees which damage the buildings.

#2 **8428 Brentwood:** New owner is John Moore and has taken possession. They have been previously approved. Mr. McCabe reported on a water invasion difficulty experienced by one of his unit owners caused by using the incorrect thinsset.

#3 Ms. Boardman reported that roof work continues in her association but requires no board action.

Motion 8423 Annwood – It was moved, seconded, and unanimously approved to ratify the request for roof repair already voted on by email.

#7 Mr. Monroe met with Santiago and will have a report on which trees need to be removed.

#8 No report.

#9 No report, but Ms. Gallagher noted the displeasure of her neighbors regarding the complaint against the unit owner who has recently passed away. The neighbors have no problem with the unit complained against or with the owner. 8094 Candlewood has made a request to add brick trim to the yard to prevent mulch from bleeding into the grass. She has been told to complete the necessary form and present it to the board for approval.

#10 No report.

8. **Unit Owners Comments:** Patti Pierri requested guidance on the desire of several unit owners to hold a garage sale for their individual units since the cancellation of the social club “yard sale.” Mr. Picotte announced that our rules have changed to allow such sales, but the form must be filled out and presented to the board for approval. The Rules for the COA need to be changed to reflect this update.
9. **Next Meeting**
The next regular meeting is scheduled for Thursday, May 16, 2024, at 11:00 am.
10. **Adjournment**
There being no further business to come before the board, the meeting adjourned at 11:34 am.

Prepared by Gayla Larson, Secretary, on April 19, 2024