

APPROVED MINUTES  
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.  
BOARD MEETING – January 15, 2026 – 11:00 am

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

Unit owners present were Dave Carlson, Sharon Sweat, and Sally Weeks, #1; Cathy Duchow, #2; Nick & Lynn DiVito, Phil & Donna Incerti, Nacho Mella, Marilyn Sheehan, and Roberta Williams, #7; Nancy Gill, #8; Lourdes Mulet, #9; and Anne Bonura and Debbie Castiglia, #10.

1. A quorum being present, President Picotte called the meeting to order at 11:00 am. The agenda for the meeting was approved without objection as presented.
2. **Minutes**

**Motion:** On motion made by Mr. McCabe and seconded by Mr. Scheldt, the minutes of the November 20, 2025, meeting were unanimously ratified as previously emailed.

**Motion:** On motion made by Mr. Scheldt and seconded by Mr. Kay, the board unanimously approved the minutes of the December 2, 2025, meeting
3. **Property Manager's Report**

Ms. Fitzgerald reported there are some delinquencies for homeowners fees which are being addressed. Additionally, she is working with each association to see if they have funds that could be invested in a short term CD to earn some interest. Each director is urged to contact Ms. Fitzgerald to determine if this is a good fit for their reserve funds.
4. **President's Report:** President Picotte reported on work that was done in 2025 to maintain our clubhouse. Air conditioning system in the library was replaced and through our volunteers our clubhouse interior was painted. Palm tree trimming will be due soon. Painting is at the discretion of the Directors, and they will be working with their selected vendor to determine when and if this is necessary. Additionally, he gave the board members a sheet for "aging of our clubhouse," which is not stored for reference on our hard drive.
5. **Treasurer/Rec Hall Manager Report:** Mr. Kay reported that petty cash is now at \$374.14 and that he delivered rental checks in the amount of \$1,565. There are five outstanding payment due for \$275 which he will invoice shortly.
6. **Unfinished Business:** There was no unfinished business to consider.
7. **New Business:** President Picotte and Mr. Kay and Mr. McCabe reported on various topics:
  - Pool furniture repair/replacement: President Picotte reported on three options that have been researched thus far – replacing all the furniture at \$7,362.67; re-strapping the seats completely at \$3,321.50; and replacing just the white straps for \$500 – \$600 with the work being performed by our personnel. He is researching other vendors, and this matter will be presented again at the next meeting.
  - Spectrum Cabling Contract: The current contract expires on March 1<sup>st</sup>, and Mr. Kay and Mr. McCabe have been working with Spectrum to develop new sources for consideration. They examined three proposals, one each from Frontier, Spectrum, and Wow. After their study and negotiation, the board is recommending that our Association continue with Spectrum for the contract.

**Motion:** On motion made by Mr. Kay and seconded by Mr. McCabe, the board approved the proposal from Spectrum and instructed the board to proceed with the signing process.

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

#01 Association #1 had no report.

#02 Mr. McCabe shared several items for the Board's and unit owners' consideration.

He urged everyone to please slow down when driving on our community streets. He reported that the association website received 11,121 visitors last year—an increase of 421% over the previous year—demonstrating strong traffic and engagement.

Mr. McCabe has added information regarding the history of the COA, which should be of interest to both prospective and current owners. He and Ms. Larson are also considering the addition of more educational content to the website for owners' information and understanding, such as clarification of what constitutes common areas and similar topics or perhaps learning opportunities for the members.

He further encouraged members to offer more consistent support of the Social Club and the events planned for owners' enjoyment. Additionally, he reminded owners of the dedication and hard work of the volunteer Board and urged continued support and appreciation for their efforts on behalf of the community. Kindness is free!

#03 Association 3 had no report.

#07 In Mr. Monroe's absence, President Picotte requested ratification of several items which have been previously approved by email ballot.

- 8213 Annwood – Lynch patio expansion – disapproved because the board cannot give away common area.
- 8239 Brentwood – Flack window replacement - approved
- 8246 Brentwood – DiVito window replacement - approved
- Approval of donated bromeliads - approved

**Motion:** On motion made by Mr. McCabe and seconded by Mr. Picotte, the board unanimously approved the four items above.

#08 On **motion** made by Mr. Kay and seconded by Mr. Scheldt, the board unanimously approved the following items:

- 8064 Brentwood – Barness yard remodel - approved
- 8082 Annwood – Enguita sale & remodeling interior and windows - approved

#09 President Picotte will visit her association to determine what needs to be done with a “crepe myrtle.”

#10 Mr. Bonura requested approval of 8250 Annwood's request to replace of an existing storm door.

**Motion:** On motion made by Mr. Bonura and seconded by President Picotte, the board unanimously approved this remodeling request.

9. **Residents' Questions & Comments.** There were no additional comments or requests from the members.

## 10. Next Meeting

The next meeting is scheduled for Thursday, February 19, 2026, at 11:00 am.

## 11. Adjournment

There being no further business to come before the board, the meeting adjourned at 11:42 am.

Prepared by Gayla Larson, Secretary, on January 15, 2026