

APPROVED MINUTES  
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.  
EMERGENCY BOARD MEETING – October 4, 2024 – 3:00 pm

**Present** were Howard Picotte, President, At Large; John Scheldt, Vice President, #1; Gayla Larson, Secretary, At Large; Jeff Kay, Treasurer, #8; Cathy Duchow (representing Jim McCabe as announced at the September 19<sup>th</sup> meeting which will be fully ratified at the October 17<sup>th</sup> meeting), #2; Erika Boardman, #3; and Frank Bonura, #10. James Monroe, #7 and Marcy Gallagher, #9, were absent. Tony Serrano, Property Manager, was also present.

Unit owners present were Catherine Rehberg (#1); Ernie Leander and Marilyn Sheehan (#7); Lynne & Julian Garren (#8); and Anne Bonura (#10).

A quorum being present, President Picotte called the meeting to order at 3:00 pm.

1. **President's Remarks:**

President Picotte briefly reported on the cause/necessity for this special emergency meeting, reporting that the clubhouse roof is in need of replacement. It is currently 15 to 17 years old and is at the end of its insurance life.

Via email communication, the board has been alerted to this need and to the resulting bids from two companies which have submitted quotes to replace this roof. The two companies and their bids are Blue Sky Roofing (which has recently completed two roofs on Candlewood Road) with a bid of \$51,298.27 and James Roofing (which has recently completed two roofs on Annwood Road) with a bid of \$58,225. The board has discussed and agreed by email to work with Blue Sky Roofing.

As of August 31, 2024, the COA has \$43,778.90 in the roofing reserve account. To avoid a special assessment, the board is recommending transfer (as authorized by statute) of the unallocated interest to the roofing account and use the funding on the clubhouse improvement account to cover this work.

**Motion:** On motion made by Mr. Scheldt and seconded by Mr. Kay, the board unanimously approved the transfer of monies from unallocated interest to the clubhouse improvement account.

**Motion:** On motion made by Mr. Bonura and seconded by Mr. Kay, the board unanimously ratified the email motion to replace the clubhouse roof.

2. **Next Meeting**

The next regular meeting is scheduled for Thursday, October 17, 2024, at 11:00 am.

3. **Adjournment**

There being no further business to come before the board, the meeting adjourned at 3:05 pm.

Prepared by Gayla Larson, Secretary, on October 4, 2024