

APPROVED MINUTES
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.
BOARD MEETING – August 21, 2025 – 11:00 am

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

Unit owners present were Dave Carlson, Dolores Faust, Sally Weeks, and Roger Wilson, #1; Ray Kerker, #2; Paul & Nan Footlick, and Bev Mathena, #3; Nick & Lynne DiVito, Phil & Donna Incerti, Joann Kordas, Ernie Leander, Nacho Mella, and Marilyn Sheehan, #7; Bob & Lynn Garren, #8; and Anne Bonura, #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.
2. **Minutes**
Motion: On motion made by Mr. Kay and seconded by Mr. Bonura, the minutes of the July 17 and July 22, 2025, meetings were unanimously ratified.

3. **Property Manager's Report**

Ms. Fitzgerald reported on her recent meeting with Mr. Scheldt, Mr. Picotte, Mr. Kay, and Ms. Larson, regarding the shortfall in the budget resulting from the recent change in landscaping and trash services. These small shortfalls were managed without the necessity of special assessments to any association. Work on the new budgets is underway and will be adjusted to cover the needs of the various associations. The Annual Meeting will be held on December 4th, with the first notice going to members on October 4th and the budget being sent to all unit owners on November 4th.

4. **President's Report**

President Picotte reported that he had emailed the schedule for landscape work and trash pickup to all unit owners who have email addresses. He stated the goals for maintenance going forward. He further reported that complaints from various unit owners have been conveyed to Sunrise during this adjustment period. The majority of the Sunrise employees do not speak English, and Sunrise has requested that a single point of contact for communication with Sunrise should be selected. Mr. Scheldt is the contact for difficulties to be reported. Mr. Picotte requested that members text either Mr. Scheldt or himself with their complaints or concerns.

Yesterday Sunrise performed a check of the sprinklers in the associations, and we are awaiting a proposal for each association's repair work to be done. Sunrise has also begun a plan for adjusting our landscaping trimming to adjust to the planned levels. Next week Sunrise will be trimming the weeds in the beds.

With this new contract, gutter work is the responsibility of each association.

Mr. Kay replaced the two flags on the grounds, and painting has been redone throughout the clubhouse. The outside benches have also been cleaned and repainted. All of this work is done by volunteer labor with expense kept to reimbursement for materials only. The fence line is also being repaired and slats replaced as needed.

5. **Treasurer/Rec Hall Manager Report**

Mr. Kay reported that petty cash is down to \$26.44, and reimbursement has been requested. He delivered income checks of \$875 to Ms. Fitzgerald and noted that there is \$110 to be collected. Petty cash has been used for the volunteer work noted above.

6. Unfinished Business:

Mr. Picotte reported on the recent executive committee meeting to cover special expenses for first trash pickup. This meeting's result was approved by subsequent email to the Board.

Motion: On motion made by Ms. Boardman and seconded by Mr. Scheldt, the board unanimously ratified the use of operating cash to cover the special first trash pickup.

7. New Business

Motion: On motion made by Ms. Larson seconded by Mr. Scheldt, the board unanimously approved Cathy Duchow as Association #2 Temporary Director in Jim McCabe's absence.

Motion: On motion made by Mr. Kay and seconded by Mr. Bonura, the board unanimously approved Phil Incerti as Association #7 Temporary Director in Jim Monroe's absence.

Unallocated interest in the various association budgets are planned to be used to cover temporary needs before the budget is renewed.

Motion: On motion made by Mr. Bonura and seconded by Ms. Boardman, the board unanimously approved the movement of unallocated interest to deferred maintenance in the amount of \$2,396.20 for Association #7.

Motion: On motion made by Mr. Kay and seconded by Mr. Monroe, the board unanimously approved the movement of unallocated interest to deferred maintenance in the amount of \$12,000.00 for Association #8.

Motion: On motion made by Mr. Bonura and seconded by Mr. Kay, the board unanimously approved the movement of unallocated interest to deferred maintenance in the amount of \$4,282.00 for Association #10.

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

#01 Mr. Scheldt reported that "do not trim" signs will soon be available for unit owners who need them.

#02 Ms. Duchow had no report

#03 Ms. Boardman had no report

#07 Mr. Monroe reported on the sales of 8239 Brentwood to new owner Flack and 8236 Brentwood to new owner Andersen, whose mother will be the occupant.

Motion: On motion made and duly seconded the board unanimously welcomed the new owners to our community.

James Roofing will begin work on 8241 – 8247 Brentwood shortly.

#08 Mr. Kay reported on the sale of 8064 Brentwood to new owner Barnes.

Motion: On motion made and duly seconded the board unanimously welcomed this new owner to our community.

Mr. Picotte reported that our 30-pound weight limits for pets do not apply to those pets which are deemed service or comfort animals with the submission of proper documentation.

Mr. Kay further reported that he has updated the wind mitigation reports for his association. All of these reports are available on Vantaca.

#09 In Ms. Gallagher's absence, there was no report.

#10 Mr. Bonura had no report.

- 9. Residents' Questions & Comments.** Several unit owners in attendance expressed their concerns and complaints regarding the new landscaping service. Mr. Scheldt and Mr. Picotte will continue to monitor these problems. Unit owners are urged to work with Mr. Scheldt to rectify their complaints and difficulties. Our new landscaping contract does not cover extermination of fire ant mounds. This is an association matter.

10. Next Meeting

The next meeting is scheduled for Thursday, September 18, 2025, at 11:00 pm.

11. Adjournment

There being no further business to come before the board, the meeting adjourned at 11:41 am.

Prepared by Gayla Larson, Secretary, on August 21, 2025