

APPROVED MINUTES
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.
REGULAR BOARD MEETING –February 20, 2025 – 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; James Monroe, #7, Marci Gallagher, #9; and Frank Bonura, #10. Tony Serrano, Property Manager, was also present.

Unit owners present were Dave Carlson, Bill & Dolores Faust, Catherine Rehberg, Sally Weeks, and Donna Wigington (#1); Cathy Duchow, Ray Kerker, and Fred Tarr (#2); Joanne Kordas, Nacho Mella, Marilyn Sheehan, and Roberta Williams (#7); Dick & Patricia Carmen, and Marge Rafferty (#8); and Anne Bonura (#10).

1. A quorum being present, President Picotte called the meeting to order at 11:00 am.

2. **Minutes**

Motion: On motion made by Mr. Scheldt and seconded by Mr. McCabe, the board unanimously ratified the minutes of the January 16, 2025, meeting which had been emailed as unapproved minutes on January 17.

3. **Property Manager's Report**

Anthony "Tony" Serrano reported on actions taken recently. CdB Commons Triangle Pool invoice for \$261 to replace a brass valve was paid; Arbor Bay was onsite January 27th to provide tree proposals for multiple associations; check requests were issued to Mr. Scheldt in the amounts of \$201.48, \$124.23, \$457, and 222; a check was issued to Ms. O'Brien in the amount of \$1,100 as a deposit on her **Armortech Windows and Doors** (new vendor) work; Ms. Barrows sent Ms. Larson January 2025 financials; a check was issued to Mr. Figueroa of Helicon in the amount of \$978; Mr. Serrano received three invoices from **Tree Rangers** (Commons -\$150, #1 - \$4,075, #2 - \$74; Mr. Serrano spoke with Ms. Deyoe of **Guardian Homes Roofing** about #7 and provided a deposit in the amount of \$21,950 to replace a roof; Mr. Serrano sent Mr. Kay a text message with photo of a check of \$110 from Fairway Villas; and Mr. Serrano gave Mr. Kay a petty cash check in the amount of \$553.

Director Boardman questioned the process of RPM issuing a payment without prior director approval. This arose when RPM made an unauthorized payment to **Slide Insurance** company for Ms. Boardman's personal home dwelling. Ms. Boardman found this while examining the monthly financials for her association. She stressed that all directors should monitor their monthly financials as a safeguard against this happening. This matter will be discussed with Ms. Thomas during her meeting with Mr. Picotte and Mr. Scheldt next week.

4. **President's Report**

Mr. Picotte and Mr. Scheldt are scheduled to meet with Dot Thomas from Resource Property Management next week. Specific rules regarding invoice approval prior to payment will be laid out at that time. Additionally, Mr. Picotte and Mr. Scheldt will clarify other concerns for Chateaux de Bardmoor and establish rules for bill payment and director reimbursement.

Mr. Picotte reported that it is time to trim the palm trees. Mr. Serrano will get bids for this work.

Motion: On motion made and duly seconded, the board ratified this action. The work needs to be done by the end of March, so the bids need to be in by March 1.

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

Mr. Kay reported rental income of \$1,090 for deposit. Petty cash contains \$264.66. The Pool Heater Committee has met and established costs and benefits for the heating of the pool. Committee members are personally delivering these surveys to all unit owners. This is not a vote – it is a survey to determine a wish to proceed.

6. **Unfinished Business:**

Southern Cat, a hurricane/disaster response team, will be present at our March meeting, along with our insurance representative, to discuss the wisdom of contracting for such a service. Presently we do not have the heavy equipment or personnel to handle such disaster clean-up. The service would be at no cost to us until it was utilized.

7. **New Business: None**

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

#01 Mr. Scheldt reported that 8403 has two new owners who have now moved in. A request for storm damage to doors and windows at 8370 is underway.

Motion: On motion made by Mr. Bonura and seconded by Mr. Scheldt, the board ratified the above mentioned actions.

#02 Mr. McCabe reported that 8411 Annwood's garage door needs to be replaced.

Motion: On motion made by Mr. McCabe and duly seconded, the board ratified the above mentioned action.

Additionally, Mr. McCabe suggests a **welcome letter** be developed for new owners, which letter will be given to new owners during their interview process. Mr. McCabe will build the letter, and the board will approve it.

Pool keys and **Dial Directories** are challenging to have to give to new owners. He suggests that pool keys and directories be collected as part of the exit interview for departing owners.

Mr. McCabe would like to see the establishment of "**workdays**" scheduled within the community utilizing unit owners who are willing, able, and have the talent to assist. He suggested that we have a Saturday every other month (for example).

Further, Mr. McCabe reported the information on **Vantaca** is not accurate. The materials listed on that website should be current, signed, and up-to-date, and they currently are not. All members of the community should be able to access this information after they secure a password from RPM. Vantaca says by FL law we are required to have structural integrity study done, and this is not accurate.

There is a small **sinkhole** at 8369 Candlewood resulting from a tree being buried when the home was built which is now resulting in a void after the tree disintegrated. **Helicon USA** will completely fill/repair this hole in early March.

#03 Ms. Boardman reported on the doors/window replacement because of storm damage being done at 8417 Annwood. Work will be done tomorrow.

Motion: On motion made by Mr. Bonura and seconded by Mr. Monroe, the board ratified the above-mentioned action.

#07 Rhino Gutters and **Guardian Roofers** will be starting soon on 8233-39 Annwood.

#08 Arbor Bay is scheduled to remove trees in the association. It is possible that work may be delayed so that Mr. Monroe's association work can be combined with Mr. Kay's.

#09 No report.

#10 No report.

9. **Residents' Comments:** None other than Mr. Kerker's report on returned pool heater surveys.

10. **Next Meeting**

The next meeting is scheduled for Thursday, March 20, 2025, at 11:00 am.

11. **Adjournment**

There being no further business to come before the board, the meeting adjourned at 11:35 am.

Prepared by Gayla Larson, Secretary, on February 20, 2025