

APPROVED MINUTES
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.
REGULAR MEETING – September 19, 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; James Monroe, #7; Marcy Gallagher, #9; and Frank Bonura, #10. Tony Serrano, Property Manager, was also present.

Unit owners present were Catherine Rehberg and Sally Weeks (#1); Cathy Duchow and Fred Tarr (#2); JoAnn Kordas, Kathy LeBerth, and Marilyn Sheehan (#7); Donna McConnell (#8); and Anne Bonura (#10).

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

1. **Minutes**

Motion: On motion made by Mr. McCabe and seconded by Mr. Bonura, the board unanimously ratified the minutes of the August 15, 2024, meeting as presented and previously approved via email.

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

Anthony "Tony" Serrano delivered a brief property manager's report stating that the matter of Richard Commons outstanding invoices will be addressed and reported to the board in the next week or two. Check requests have been completed, and he is working with Mr. Scheldt on roofing needs. 2025 budget drafts are completed pending some final figures being determined.

3. **President's Remarks:**

There was no report.

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

Mr. Kay reported the current status of petty cash and rental checks received. There are some invoices still to be billed, and their payment will be reported when they are completed.

5. **Unfinished Business:**

Pool heating committee discussion is deferred until the return of unit owners from the north. The matter will be addressed at next month's meeting.

Attorney's opinion on our general rules and statute documents is still in the works.

6. **New Business:** None.

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

#1 Roofs are in progress on Annwood (James Roofing) and on Candlewood (Blue Sky Roofing). All should be done by next week. Rhino services is scheduled for new gutters for all four buildings.

#2 Mr. McCabe questioned the need for a meeting with Willow Tree. Mr. Picotte reported that he and Mr. Scheldt met with them this week. The scheduling is now that mowing will be done on Monday and Tuesday and trimming will be done on Thursday and Friday. Additionally, they have hired additional personnel so the work should improve in the next month.

#3 **8423 Annwood – Front window replacement.**

Motion: On motion made by Ms. Boardman and duly seconded, approval of this request was ratified following email vote.

Ms. Boardman reported on water intrusion problems in some Association 3 units and asked for guidance from the board on to whom the responsibility for repair should fall. Depending on the cause of the water difficulty, the owner is responsible for this repair. It was stressed again that unit owners who redo their flooring should insure that the proper sealing is done under the proposed new flooring. Concrete "breathes," and water can then wick through the new flooring if there is insufficient sealing to prepare the raw surface for the new floor treatment.

#7 **None.**

#8 **None.**

#9 Mr. Suggs is parking his RV on the clubhouse lot overnight prior to leaving town. 8092 is still having

difficulty with gutter overflow on her unit. Mr. Scheldt has cleaned the front and back gutters of this unit, but the problem recurs in this association because of the tree overhang.

#10 **None.**

8. **Unit Owners Comments:**

Thinking the new owner may be unfamiliar with our condo rules and procedures, Ms. Duchow expressed her concern regarding the change in occupancy of unit 8412 Annwood. Following this meeting, Mr. Picotte, Ms. Boardman, and Mr. Serrano will visit with the unit dweller to explain COA rules of occupancy age and pet maintenance. County standard rule for occupancy is 1 bedroom, 2 people, or 2 bedrooms, 4 people.

Mr. McCabe notified Tony Serrano that he will not be present for the next several board meetings. In his absence, he has requested that Catherine Duchow act as his representative/replacement as Association 2 director. Since there was no official vote on this matter, the vote will be taken and recorded at the next meeting.

9. **Next Meeting**

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

10. **Adjournment**

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

Prepared by Gayla Larson, Secretary, on September 20, 2024