

UNAPPROVED MINUTES
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION,
INC. BOARD MEETING – September , 2025 – 11:00 am

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

Unit owners present were Linda Phillips, Roger Wilson, and Donna Wigington, #1; Ray Kerker, #2; Nick & Lynda DiVito, Donna Incerti, Joann Kordas, Ernie Leander, Nacho Mella, and Marilyn Sheehan, #7; Nancy Gill, #8; Carolyn Jarotz, #9; and Anne Bonura, #10. Potential buyer Debbie Sayles was also present. Greg Jones, Acentria Insurance, was present for his presentation.

1. A quorum being present, Vice-President Scheldt called the meeting to order at 11:00 am. The agenda for the meeting was approved without objection.
2. Mr. Jones presented his review of insurance projections for the coming fiscal year and answered questions from the board and the members.
3. **Minutes**
Motion: On motion made by Mr. Bonura and seconded by Mr. Kay, the minutes of the August 21, 2025, meeting were unanimously ratified.
4. **Property Manager's Report**
Ms. Fitzgerald reported that the annual budget meetings are scheduled for Thursday, December 4th beginning at 11:00 am. First notice of these meetings will be mailed on October 3rd. She brought draft budgets for each association and asked that each director review their budget over the next few weeks. If the director would like to schedule a meeting with her to do an in depth review, email her and she can arrange that meeting. Payments for Waste Pro and Trash Fairies invoices will be made to the COA, with each association being reimbursed as appropriate.
5. **President's Report**
Vice-President Scheldt and Ms. Fitzgerald briefly discussed the work in progress for the soon expiring Spectrum Cable contract and program. They also briefly answered questions from the members.
6. **Treasurer/Rec Hall Manager Report**
Mr. Kay reported that petty cash is \$408.97 and rental checks in the amount of \$1,400 have been delivered to Ms. Fitzgerald. He anticipates that clubhouse rental will soon increase with the return of snowbirds to our community.
7. **Unfinished Business:** There was no unfinished business
8. **New Business:** There was no new business.
9. **Director Comments, Improvements, Remodeling, and/or Sales/Leases**
 - #01 Association 1 had no report.
 - #02 Association 2 had no report.
 - #03 Association 3 had no report.
 - #07 Association 7 had no report.
 - #08 Association 8 had no report.

#09 Association 9 reported on the continuing need for the removal of a tree.

Motion: On motion made by Mr. Kay and seconded by Mr. Bonura, the board unanimously ratified the previously approved window and door remodeling request for 8090 Candlewood.

#10 Association 10 had no report.

10. **Residents' Questions & Comments.** Various unit owners expressed concerns and asked for clarification and timely work to be done on their properties.

11. **Next Meeting**

The next meeting is scheduled for Thursday, October 16, 2025, at 11:00 pm.

12. **Adjournment**

There being no further business to come before the board, the meeting adjourned at 12:02 pm.

Prepared by Gayla Larson, Secretary, on September 18, 2025