

UNAPPROVED MINUTES
CHATEAUX DE BARDMOOR CONDOMINIUM ASSOCIATION, INC.
BOARD MEETING – September 17, 2026 – 11:00 am

Present were Howard Picotte, President and Director of #8; John Scheldt, Vice President, #1; Gayla Larson, Secretary, At Large; Cathy Duchow, #2; Erika Boardman, #3; Philip Incerti, #7; Marci Gallagher, #9; and Frank Bonura, #10. Hilary Fitzgerald, Property Manager, was also present along with Greg Jones, Acentria Insurance.

Unit owners present were Charles & Lisa McPherson, Judy Pritchard, Sally Weeks, & Donna Wigington, Assn #1; Ray Kerker, Assn #2; Loren Davy, Joanne Kordas, Joann Leander, Nacho Mella, Marilyn Sheehan, & Roberta Williams, Assn #7; Bob and Lynn Garren & Nancy Gill, Assn #8; Carolyn Jarotz & Lourdes Mulet, Assn #9; and Anne Bonura & Debbie Castiglia, Assn #10.

1. A quorum being present, President Picotte called the meeting to order at 11:02 am. The agenda was accepted as presented.
2. Mr. Jones presented his review of insurance projections for the coming fiscal year and answered questions from the board and the members. He anticipates that insurance coverage will be less expensive in the next fiscal year.

3. **Minutes**

Motion: On motion made by Ms. Boardman and seconded by Mr. Bonura, the minutes of the August 20, 2026, meeting were unanimously ratified as previously emailed.

4. **Property Manager's Report** –Ms. Fitzgerald reported that she is working to draft the 2027 budget and has worked with several directors to gather their input. She plans to have the budgets available for handout to the directors at the next meeting.
5. **President's Report:** Mr. Picotte reported that he and Mr. Scheldt continue to work to isolate the water source and shut off value for the hydrant on Annwood Road which needs replacement. It may be necessary to have the water shut off for the entire association sometime in the next couple of weeks from 8:00 am until the work is done. We will need 48 hours' notice to perform this work. If this is necessary, Ms. Larson will alert the associations via email. After the water is back on, it is recommended that all unit owners boil water for a period of 24 hours. This not mandatory, but it is recommended.

President Picotte further reported that our roads (which we own) will need resealing in the next year. This has not been done since 2019, and it is now necessary. He and Mr. Scheldt are looking for sources to perform this work.

Additionally, storm drain covers are deteriorating and need to be replaced/refurbished. He and Mr. Scheldt are working on this project as well.

Next month, members will receive the annual meeting packets. The annual meeting is scheduled for December 3, 2026. There will be two director positions open for nomination: Director of Association #3 and Director of Association #8. Owners are encouraged to step forward and volunteer to serve in these positions.

Mr. Picotte expressed the Board's appreciation to Mr. Scheldt for his work on the many projects currently underway to maintain and improve the community's infrastructure. Mr. Picotte did not mention, but it should be noted that he has worked closely with Mr. Scheldt on the majority of these projects, and we all appreciate their continued efforts.

6. **Treasurer/Rec Hall Manager Report:** In Mr. McCabe's absence, Mr. Picotte reported we have received \$700 in rental checks in September, with outstanding collections of \$330. There are 8 rentals scheduled in September and another 8 scheduled for October to date. The Clubhouse Account balance is \$37,637 as of September 14th. There is \$53.39 in petty cash.
7. **Unfinished Business:** None

8. **New Business:** Discussion of the requested installation of speed bumps on Ayrshire is tabled again until the next meeting while we await a response from Cordova Greens.

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

#01 Mr. Scheldt announced that the required license and permit information have been received for 8315 Annwood's garage door replacement, and work may now proceed.

Motion: On motion made by Ms. Boardman and seconded by Mr. Bonura, the board unanimously approved the purchase of 8303 Annwood now that the required interview and documentation has been conducted and received.

#02 No issues.

#03 **Motion:** On motion made by Mr. Bonura, seconded by Ms. Boardman, the board unanimously approved the request for window installation at 8426 Annwood, previously approved by email. All required permit and insurance information has been received.

#07 **Motion:** On motion made by Mr. Bonura, seconded by Mr. Scheldt, the ratification of the requested driveway refurbishing with pavers for the following units was unanimously approved: 8222 Annwood, 8221 Annwood, 8219 Annwood, 8218 Annwood, 8233 Brentwood, 8223 Annwood, 8225 Annwood, 8209 Annwood, 8341 Brentwood, 8425 Brentwood, 8427 Brentwood, 8370 Candlewood, and 8371 Candlewood.

Motion: On motion made by Mr. Incerti, and seconded by Mr. Scheldt, the board unanimously approved the request for 8216 Annwood to replace the back double garage doors. All required permit and insurance information has been received.

#08 **Motion:** On motion made by Mr. Picotte, seconded by Mr. Scheldt, the board unanimously approved the new owners at 8082 Annwood now that the required interview and documentation have been conducted and received.

#09 Ms. Gallagher reported that she is working with Mr. Carlson to arrange gutter cleaning three times a year for her association to combat the pine needle accumulation. Her association will bear the cost of this service. She additionally reported that she had a leak in her bathroom which required clearing beyond the foundation of the building. Her association will handle this charge.

#10 Mr. Bonura announced that all required insurance and permit information has been received for the work to be done at 7354 Annwood.

10. **Residents' Questions & Comments.** Mr. Picotte opened the floor and answered questions from various unit owners.

11. **Next Meeting**

The next meeting is scheduled for Thursday, October 15, 2026, at 11:00 am.

12. **Adjournment**

There being no further business to come before the board, the meeting adjourned at 12:03 pm.

Prepared by Gayla Larson, Secretary, on September 17, 2026