

**Lakes of Deer Creek  
Condominium Association  
Board of Directors Meeting Minutes  
Monday August 7, 2023  
6:30 pm in the Clubhouse**

**Agenda**

**Pledge of Allegiance**

- 1) Call to order-Ron 6:37pm
- 2) Roll Call – Ron Tetreault, Phil Emerman, Ellen Sanborn, Michael Lotwich, representing Benchmark, Kristi Miller
- 3) Approval and Reading of Minutes- Michael motion to waive reading of minutes and approve, Phil second the motion, all approve, Motion passed
- 4) President’s report
  - a. Treasurer vacancy - Phil motion to appoint Mike Lagan as treasurer, Ron second the motion. All approve motion passed. Mike Lagan accepted the position of Treasurer
  - b. Credit Card – Mike Lagan and Ron to work on credit card application, waiting for paperwork from accounting
- 5) Vice President’s report
  - a. Pressure washing the pool deck – Phil motion to approve and not exceed \$1,500 for pressure washing the pool deck, walls, coping, exterior of clubhouse, and pavers.

Board Members

President - Ron  
Tetreault

Vice President - Phil  
Emerman

Treasurer

Secretary - Ellen  
Sanborn

Director – Michael  
Lotwich

Property  
Management  
Benchmark

Michael Lagan second, all approve. Motion passed.

- b. Air Conditioning in clubhouse – Kings Air to be on property August 8 to address board questions
  - c. Website update – Jim Falcone volunteered to be on a technology committee and help update website
- 6) Treasurer report – none at this time
- 7) Secretary's report
- a. Card Fobs- More clubhouse/Fobs need to be ordered. Michael will help with this
  - b. Storage Door- owner reported a storage door is rotted, doors and windows are responsibility of owner
  - c. Copy of Insurance Policy- the board wants the complete insurance policy on the LODC website
  - d. Application approvals – board would like a copy when an application is approved
  - e. Vendor for pool and clubhouse door access – vendor has not been responsive
- 8) Director's report
- a. Work Order updates – waiting on confirmation that roof repairs have been completed on the 2 Murphy residences, once confirmed PM to contact Paul for drywall repair; Robin submitted an invoice to PM for drywall reimbursement; Gary the maintenance man resigned as of August 14, 2023, board to develop punch list expectations for new maintenance company
  - b. FPL power line – this has finally been removed thanks to Michael contacting the City of Deerfield Beach
- 9) Owner Discussion – all owner questions and concerns addressed
- 10) Adjourn – Phil motion to adjourn at 7:28pm, all approve