

# CLEARBROOKE TOWNHOUSE CONDOS BOARD OF DIRECTORS MEETING

**January 23, 2019**

The meeting was duly posted.

**Meeting Called to Order:** 631pm by Tulio Zuloaga

Quorum Established (Present BOD: Tony Armer, Kiva Alvarez, Scott Grant, Tulio Zuloaga, Michele Pedulla)

Meeting Notice Verification

**Ameri-Tech:** Robert Kelly

**USI One Insurance:** Adam Lopatin

**Homeowners:** Donna Kamp (1808), Jeanne Finan (1810), Serena Carbone (1814), Greg Sebastian (1825) Peggy Rogan (1866)

**USI One Insurance:** Reviewed premium for policy for renewal, noted decrease from 2018 with same or improved coverage (now with Heritage and hurricane deductible 2% versus 5% with previous policy). Discussed workers' compensation, board agreed to add this coverage.

## **Old Business:**

1. **Asphalt:** Reviewed quotes and colored picture of area for asphalt. Discussed quotes and agreed on Rose Paving LLC, Tulio motioned, Tony seconded and all agreed.
2. **Gutters:** Reviewed quotes and discussed. Scott motioned for Designer Gutter Company, Tulio seconded and all agreed.
3. **Roof:** 1840 building is presently being completed. Bob with updated roof list. Suggestion made to add dates when last repaired/replaced. Bob to talk with roofers. Question about a wind mitigation report from homeowner. Bob addressed and will check with roofing company if they offer this, otherwise gave alternative suggestions. 1841-1847 building is next. Bob to check on status of repair of the roof of shed in 1825 with roofing company and expects to be completed with this replacement. Bob will contact owner.
4. **Landscaping and Irrigation:** Reviewed quotes and discussed. Michele motioned for John Evans and Tulio seconded, all agreed.

## **New Business:**

1. **Delinquencies:** 60 days or over need to go to attorney; reviewed the list and all agreed with plan for 60 days and over to attorney.

2. **1883 Rental Unit:** Update given. Repairs and painting completed by Randy with excellent results. Still working on window repair. Plan for about \$1000 per month for rental on month to month status, looking for first quarter 2019 to move.
3. **1831/Fines:** Discussed vehicles being parked on grass or in the street. Warning first, stickers given to board member. Tow if persists, board member to notify Bob if needed. New signs for towing company should be installed soon.
4. **Surplus funds:** Discussed 2018 surplus of 35K. All outstanding invoices have been paid through 12-2018. Suggestions include use of funds for fencing (about 10K), asphalt above reserves (about 10K), carport repairs underway (unsure of expense). Discussed possible termite tenting of buildings through reserves and surplus. Bob to get quotes and readdress in future meeting.

**Homeowner Discussions:**

1. Wind mitigation report to reduce homeowner's premium. Bob addressed.
2. Termite discussion will continue to readdress in future meetings.

**NEXT MEETING: Wednesday, February 27 at 630 pm in Clubhouse**

**MEETING ADJOURNED: 812 PM** Motion by Tulio, Seconded by Tony