

CLEARBROKE TOWNHOUSE CONDOMINIUM ASSOCIATION

Meeting Minutes

November 6, 2020

I. Call to order

Tony Armer called to order the regular meeting of the Clearbrooke Condominiums Association Board of Directors at 7:10 p.m. on November 5, 2020 at the Clubhouse.

II. Roll call

Tulio Zuloaga 1850 Sec, conducted a roll call. The following board members were present: Tony Armer 1857 Pres, Peggy Rogan 1866 Vice-Pres, Donna Kamp 1808 Dir. Kiva Alvarez 1874, Treasurer was attending via phone. From Ameritech: Robert Kelly. Homeowners present: Ronald Weining 1882, Donna Watts 1840, Lisa Marie Palis 1842, Pam Moore 1836, Marci Sebastian 1825, Dianne (illegible) 1806, Cynthia Kluss 1817, Benjamin Cruz 1872, Stephen Bacon 1804, Tina Dovellos 1832.

III. Certify Quorum of Board:

Certified.

IV. Proof of Notice of the Meeting:

Meeting timely posted, mailed on time.

V. New Business:

- 1) Roof quotes for 1844, 1853 & 1876 were presented by Robert Kelly to the board members for evaluation. After discussions Tulio Zuloaga made a motion to approve the quotes with the 20 year workmanship warranty, seconded by Tony Armer. All board members in favor. Motion carried.
- 2) Building repairs @ 1808 & 1809. Robert Kelly will present another quote for these repairs next week.
- 3) 1811 Rental List. Unit added to the rental list as follows:
 1. 1801
 2. 1805
 3. 1819
 4. 1811

5. 1829

6. 1837

7. 1843

8. 1871

9. 1874

10. 1883

11. 1891

- 4) 1821 New Owner Interview. Tony Armer mentioned he talked with the new owner and mentioned some of the house rules. Tulio Zuloaga will set up the welcome interview for compliance.

VI. Old Business:

- 1) 1801 Approved Tenants Parking.

A board member commented that regardless the notice posted in their unit, they are still taking the 1803 parking space and at times, parking in tandem, blocking the vehicular access to the other units. Robert Kelly will send a letter to the owner of 1801 warning about fines for the occupants of this unit not complying.

- 2) 1819 Approved Tenants, Future Rent/Sale.

Robert Kelly reported this case was sent to the attorney and will give us an update for next meeting.

- 3) 1871 Approved Tenants.

Robert Kelly reported this case was sent to the attorney and will give us an update for next meeting.

- 4) 1891 Truck Parking.

A board member commented that regardless the parking spaces have been renumbered, the occupants are ignoring these and still parking in the same spots. Robert Kelly will send a letter to the owner of 1891 warning about fines for the occupant of this unit not complying.

- 5) 1878 A/C Removal.

Robert Kelly mentioned he sent a letter asking for the County permit for the improvements. He has not received it yet. After discussions, the board members instructed Robert Kelly to send a letter ordering the removal of the A/C window unit within 7 days and warning about fines after this period.

6) 1846 Approved Tenant & Aggressive Dog.

Robert Kelly reported a letter sent last month. Tulio Zuloaga mentioned another instance when the roommate's dog was running without leash on or around 10/06/20, a week after the incident reported on 09/29/20. The owner of 1844 also reported another incident when the 1846 large dog was without a leash charging toward her by the gate on or around 10/13/20. After discussions, the board instructed Robert Kelly to send another letter warning about fines for the unauthorized occupant and her dog.

7) 1853 Flag / Banner.

Robert Kelly reported a note left by this unit door asking to remove the BLM banner. A board member mentioned the owner is aware of the prohibition of signs or hanging items on the balcony railing. Robert Kelly will check if the owner took notice of the note.

VII. Adjournment:

Donna Kamp made the motion to adjourn the meeting at 7:48 p.m.. Peggy Rogan seconded it. All board members in favor. Motion carried.

Minutes submitted by: Tulio Zuloaga