

CLEARBROOKE TOWNHOUSE CONDOS BOARD OF DIRECTORS MEETING

April 12, 2021

BOARD OF DIRECTORS MEETING

Meeting Called to Order: 6:33 pm by Tony

Certify Quorum of the Board: Quorum Established (Present BOD: Tony Armer, Donna Kamp, Peggy Rogan, Michele Pedulla, Kiva Alvarez)

Certify Proof of Notice: Verified

Ameri-Tech: Robert Kelly

Homeowners (signed in): none

New Business:

1. **Paving:** Walk through with John, Robert, and board member completed prior to meeting; reminders that this is under warranty. Some areas need attention, including outside of 1827, 1829 and 1808. Still need to complete striping and put back/replace stoppers. Robert to let us know when striping will be complete. Plan for sealcoating whole property in about 1 year when discussing budget.
2. **Roofing:** 1826-1832 and 1841-1847 are the remaining buildings on the “bad” list; total for both about 30K, have 20K in reserves. Bob to check to see if we can get both started and pay as the funds replenish.
 1. **1853 Gutters:** Removed during roofing; Bob to discuss with Watertight Roofing and have them re-installed.
 2. **1866 Laundry Room Roof Leak:** Bob to talk with Watertight to complete this.
3. **Lawncare and Irrigation:** Irrigation on east side of property – breaker repaired and now working. Lawncare concerns include weeds, especially dollar weeds, mowing, trimming of hedges. Robert to set up walk through with John for Thursday (lawn day is Wednesday) and follow up.
4. **Motorcycle on sidewalk:** covered with tarp, on sidewalk in front of house. Bob to send letter, needs to be under carport or in a parking spot.
5. **Car with expired tags:** Need to either renew or remove from property, Bob to send letter.
6. **Jet ski:** Bob to send letter per Clearbrooke docs.

7. **1815 Roommate:** Discussed and agreed to monitor.
8. **1874 Fence Door:** Bob to have Randy address.
9. **1883 Window leaking (Condo Rental):** Randy and Bob discussing and will update BOD as needed.
10. **1828 Leak:** J-Bolt looking at, likely balcony, getting a quote and will update BOD.

Old Business:

1. **1818 and 1896 Stucco Repair:** BOD reviewed estimates and approved using deferred maintenance. Note that discount given for completing both (about \$900).
2. **1846 Dog Follow Up:** BOD discussed, owner and members of BOD discussed and will continue to monitor.
3. **Delinquencies:** Reviewed, 1843 pre-lien filed; foreclosure potential for 1807 (Bob to review with lawyer and update BOD), 1834 on payment plan and paying. Continue with 60 days or above delinquent to go to attorney.

Homeowner Discussions:

1. None
2. Clearbrooke Website reminder: <https://clearbrooketownhomes.org/index.php>

NEXT MEETING: Monday, May 10 @ 630 pm in the Clubhouse

ANNUAL MEETING: July 26th

MEETING ADJOURNED: 739 PM Motion by Tony, Seconded by Donna