

CLEARBROOKE TOWNHOUSE CONDOS BOARD OF DIRECTORS MEETING

August 9, 2021

BOARD OF DIRECTORS MEETING

Meeting Called to Order: 6:35 pm by Peggy

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

Certify Proof of Notice: Verified

Ameri-Tech: Robert Kelly

Homeowners (signed in): Cynthia Kluss – 1817; Mike Lansing – 1822; Tawny Thompson - 1803

New Business:

- 1. Small fridge for clubhouse:** Discussed and approved for Mike to purchase small fridge (larger than dorm size) for clubhouse
- 2. Clubhouse needs:** Peggy to walk through with Mike for areas that need attention to clean up clubhouse, already cleaned A/C and other items.
- 3. Pool Cameras/Spectrum:** Discussed options including ADT quote. Discussed Brinks, require security on building in the bundle. Reviewed Ring or Nest as options, will need electrician to hard-wire the devices. All these options will need internet access. Peggy made a motion to look into Spectrum for Wi-Fi and possibly security cameras through Spectrum, otherwise to get Spectrum for Wi-Fi and Ring or Nest for cameras. All in favor of the motion. More to come.
- 4. Pool Signs:** Need new sign for cameras and rope sign, Mike to take to sign shop and get updated.
- 5. Wind Mitigation Reports:** Watertight Roofing will do wind mitigation this Friday for a number of the buildings. Peggy has organized and will be available to assist. Remember that this report will be good for 5 years and may save money on homeowner's insurance. Robert will make sure that all previous reports and these reports will be available on our website <https://clearbrooketownhomes.org/index.php>
- 6. 1830 Repairs:** Information was shared via email, hard copy available to review. Michele made a motion to repair with RLS, all in favor of the motion. More to come.

Old Business:

1. **Letters:** Letters from Ameri-tech on our behalf were shared via email, hard copies available today for review if needed. Reviewed the following and agreed on the plan to send another letter unless otherwise stated:
 - a. **1884** – rental process
 - b. **1819** – cleanliness, dryer vent, pet not on a leash, adult male without background check
 - i. Fine – Set up fine committee available for grievance for fines related to cleanliness and unleashed pet
 - ii. Letter to be resent for all violations
 - c. **1833** – fine letter related to cleanliness
 - d. **1812** – expired tags on vehicle; note to tow if not updated by Thursday
2. **Delinquencies:** Reviewed, continue with 60 days or above delinquent to go to attorney. 1834 settled and closed. Per board, hold lien for 1807 until next meeting.
3. **Incidentals:** Plan to get BB&T card with \$1000 limit for incidentals for repairs around the community. Have Home Depot card but can find many items less expensive at other places. All agreed.
4. **1878 laundry room leak:** Reviewed pictures, 1880 owner needs to replace/repair gutter and roof from the screened in porch area that is causing the leak; letter to go out.

Homeowner Discussions:

No new topics discussed, some reviewed during the meeting.

1. Clearbrooke Website reminder: <https://clearbrooketownhomes.org/index.php>
2. For those interested, please join our private community Facebook Group named Clearbrooke Clearwater Neighborhood.

NEXT MEETING: Board of Directors, Monday, September 13 @ 630 pm in the Clubhouse

MEETING ADJOURNED: 749 PM Motion by Donna, Seconded by Michele