

CLEARBROOKE TOWNHOUSE CONDOS BOARD OF DIRECTORS MEETING

February 10, 2021

BOARD OF DIRECTORS MEETING

Meeting Called to Order: 6:34 pm by Tony

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

Certify Proof of Notice: Verified

Ameri-Tech: Robert Kelly

Homeowners (signed in): Michele Pedulla (1802) Ron Weining (1882) Tulio Zuloaga (1850)

New Business:

- 1. Review Trash Quotes/Pick Up Schedule/Contract Changes** Reviewed quotes, agree to keep Waste Pro and change to once a week with a savings of \$384 per month starting the first Monday of March. Tony motioned, Tulio seconded, all in favor of the change, none opposed or abstained. Bob will move forward with contacting Waste Pro and will send out notice to all residents of the change.
- 2. Pool Water Leak:** Company coming on 2-11 in a.m., Bob to follow up after inspected.
- 3. 1815 Unregistered Resident:** Tony mentioned that we now have the paperwork and is available for interview (Peggy offered to be second board member) for Wed, Feb 17. Bob to follow up with owner to set up time
- 4. BOD's Change:** Tulio Zuloaga stepping down as Secretary and Michele Pedulla has been nominated by Tulio to take his seat and the duties of the secretary. Tulio made motion to accept the change, Donna seconded, all in favor, none opposed or abstained.
- 5. 1820-1824 Back Wall Painting:** Discussed need to paint the back wall of 1820-1824. Randy can do this and will also paint 1822 porch since this was not completed during the first round of painting; Randy will complete in the next few weeks after Bob discusses with Randy.
- 6. 1890 Barking Dog:** 2 westies out on the patio and barking – Bob will send nuisance letter.

Old Business:

- 1. Roof Replacements:** 1844, 1853, 1876 done except laundry room in 1848; Bob to check on 1866 laundry room repair – leaking. Bob will update Excel spreadsheet related to the roofs, condition, and date of replacement.
- 2. Building Repair @ 1808 and 1826:** Should be done, awaiting the final invoice.
- 3. 1894 Back Yard Cleanup & Unsupervised Child:** Violation Letters sent out for each on 1-23 and 2-1-21 respectively. No response from owners. Second level letter to be sent with specific times/dates of violations.
- 4. 1846 Dog Follow Up:** Reviewed letter, discussed. Bob to reach out to owner to set up a phone call or meeting with BOD representatives to discuss options.
- 5. 1809 Window Repair:** Reviewed pictures, crack in wall noted; Randy to repair and re-assess.
- 6. Delinquencies:** Reviewed, re-examine 1807 next meeting. Continue with 60 days or above delinquent to go to attorney.
- 7. General Notice for Residents and Owners:** Discussed notice of updates for residents and for any owners with a non-Clearbrooke address. This will include, but not limited to, general positive notes about the community, change in trash pick-up, supervision of children, neighbor consideration, and dog concerns and updates.

Homeowner Discussions:

1. 1884 – moving out and new tenant? Discussed and Bob to check in documents and update board.
2. 1886 – loud car, fumes. Discussed and will monitor for now.
3. Clearbrooke Website reminder: <https://clearbrooketownhomes.org/index.php>

NEXT MEETING: Monday, March 8 @ 630 pm in the Clubhouse

MEETING ADJOURNED: 730 PM Motion by Tony, Seconded by Donna