

# CLEARBROOKE TOWNHOUSE CONDOS BOARD OF DIRECTORS MEETING

**March 8, 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, Michele Pedulla, Kiva Alvarez)

**Certify Proof of Notice:** Verified

**Ameri-Tech:** Robert Kelly

**Homeowners (signed in):** none

### **New Business:**

- 1. Water Damage 1842:** Reviewed documents, discussed. Agreed to pay \$900 to homeowner for drywall and insulation repairs and communicate with homeowner to contact homeowner insurance about mold inspection and remediation. BOD will readdress once homeowner has a decision from her homeowner insurance about this.
- 2. Security Lights 1842:** Robert to discuss with Randy for redirection of lights as needed.
- 3. Roof 1818 – 1824:** Homeowners request information when their roof will be repaired, Robert shared newest list and may have 2-3 ahead of them. Robert to verify list and schedule next roof replacement since funds are available.
- 4. 1883 Rental:** Tenant from 1892 to move to 1883. Reviewed paperwork required, plan to have Stephanie from Ameritech Realty handle specifics with Robert overseeing.
- 5. Sidewalk Status and Repairs:** Concern with quality of sidewalks, 1826 and 1894 need attention. Robert to schedule walkthrough and identify areas of need and set up repair. Randy to start pressure-washing all sidewalks soon.
- 6. Lighting in back of property (1890):** Reviewed quote for installation of light post, discussed if this is adequate to rectify the issue, reviewed several other options. Robert to meet with electrician (quote was from Sept) and follow up via email with BOD of progress and potential solutions.
- 7. Paving:** BOD discussed next part of plan for paving of property. Monies in reserve. Robert to reach out and confirm the quote and start schedule for next phase of paving (front west parking lot and continue east parking lots).

8. **1818-1824 Back Wall Painting:** Update reviewed. Noted “soft wall” and working on a bid. Painting will not be done until repairs are complete. More to come.
9. **1896:** BOD reviewed pictures of “soft wall” and Robert working on bid and will follow-up.

#### **Old Business:**

1. **1894 Back Yard Cleanup & Unsupervised Child:** Cleanup has been done and no further complaints about unsupervised child. Will continue to monitor.
2. **Trash:** Notice placed and now scheduled for Mondays only.
3. **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.
4. **Pool Leak:** Repaired. BOD discussed updating pool (gazebo, pavers, etc.) and consider adding this in for next budget.
5. **1890 Barking Dog:** Discussed, no further complaints.
6. **1846 Dog Follow Up:** BOD discussed, owner and members of BOD discussed and will continue to monitor.
7. **Delinquencies:** Reviewed, Lien for 1807, 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, April 12 @ 630 pm in the Clubhouse**

**MEETING ADJOURNED: 740 PM** Motion by Tony, Seconded by Donna