

Clearbrooke Townhouse Condominiums

Board Of Directors Meeting

April 17, 2023

I. Call To Order

Meeting Called to Order: 6:30 by Donna Kemp

Certify Quorum of the Board: Quorum Established (Present BOD: Donna, Peggy, Stephen, Kiva)

Ameri-Tech: Angela Johnson

Homeowners (signed in): Various

II. Homeowners Questions

- Question on landscaping company, wanting the back grass cut the same amount of time as the front.
- Circle at the end of the street need repair on curb and re painted.
- 1840 laundry room roof still leaking after rain storm, received quote, next Monday strategic roofing is coming out and will get a new bid.
- Curious about getting flood insurance on the master policy.

III. Old Business

- 1810-1816 Roof-
- Drainage Ditches- Research still in progress. County not dredging
- Gutters- Waiting on appointment to start replacement should be next week.
- Wind Mitigation- Need a homeowner to get let in to perform wind mitigation.
- Tree Trimming- Scheduled for 4/19 to be completed.
- Pool Deck Resurfacing- Completed, still slippery will call and reassess.
- Golf Cart Repair- It is currently being repaired.
- Parking- Spoke to the attorney and needs to be switched. Will send a letter to owner.

IV. New Business

- Repairs & Maintenance-
 - i. 1892 look for rotten wood
 - ii. Golf cart still need parts
 - iii. 1816 interior damage already repaired outside stucco.
 - iv. Gutter cleaning for 1 gutter.
 - v. Power washing getting a price.

- **Manager's Report**
 - i. Condensed docs have been put on website
 - ii. Large trash items for pickup have been taken off the website.
- **Violation Discussion**
 - i. Reminder letter sent out to 1819 for electrical cord not put away and car is not covered.
 - ii. Letter for parking car in driveway and not a spot for 1865 & 1863.
 - iii. 1865 letter on possible renters living in unit.
 - iv. Reviewed Aging Report on money owned.

Adjourn Meeting- 7:45pm