

## Clearbrooke Townhouse Condominiums

### Board Of Directors Meeting

September 11, 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, Steve)

**Ameri-Tech:** Angela

**Homeowners** (signed in): Various

#### II. Home Owner Comments

- Water intrusion on laundry room company will be reaching out.
- Tree branch lost another limb outside of 1840 wanting to know if the tree is healthy or not.
- Question on pets for 1838 on the rental unit, complaint is originally they had no pets and two cats have been seen.
- Spectrum lost Disney, is their an adjustment that can be made. We checked and its back on, will find out about any possible refund.

#### III. Old Business

- **Roof Leak Repairs-** 1840 has to be re done 1807,1882 are new.
- **Termite Treatment-** 1882-1888 Oct 11<sup>th</sup>, 1874-1880 Nov 1<sup>st</sup>. Proposed date for meeting with owners are September 25<sup>th</sup> with Haskell.
- **Pool Camera-** need an electrician to come out for the breaker box, will get someone to come out. Checking with Mels electric.
- **Gutters-** Was scheduled for 1802-1871 for cleaning said it was done, will check. 1821,1819 waiting for cleaning to take place.
- **New Gutters-** September 5<sup>th</sup> was supposed to happen but no show will call and have rescheduled.
- **Stucco Repairs-** 1859-1834 will be repaired on the 18<sup>th</sup> of September. Received price from specialty builders need to find out about painting after stucco is fixed. 1816-1882 to bid.

#### IV. New Business

- **Repair & Maintenance**
  - i. Roundabout, specialty builders recommends taking it out. Landscaper also can handle it and will give a proposal on repairing it and painting it bright yellow.
  - ii. Looking into getting an Arborist out to look at which trees are top priority and which trees can wait.

iii. West drainage ditch waiting on bid.

- **Violation**
  - i. 1843 still has toys in porch and not cleaned up.
  - ii. 1894 walk way still blocked with chairs and furniture will send 2<sup>nd</sup> letter.
- **Landscaping Proposal**- \$6,876 for monthly package rate.
- **Pool Maintenance**- Will get a lock box for key to pool, as well as look to get new box to store chemicals with locking system.
- **Rental Procedures**- Need to verify how long someone can hold a rental in-between renters and keep their spot.
- **Emotional support animal Law**- Having Angela check on new law for support emotional support animals.
- **Set budget workshop**- September 28<sup>th</sup> @ 6pm at Ameritech.
- **Set budget meeting**- November 6<sup>th</sup> @6:30pm at clubhouse.
- **Next Board meeting**- October 2<sup>nd</sup> @6:30pm.
- **Adjourn Meeting**- 7:50pm