

Clearbrooke Townhouse Condominiums

Board Of Directors Meeting

January 15, 2024

I. Call To Order

Meeting Called to Order: 6:02 by Donna

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

Certify Minutes From Last Meeting: Yes

Ameri-Tech: Angela

Homeowners (signed in): Various

II. Old Business

- 1865-1871 Wind mitigation has been scheduled.
- Pool Health Inspection
 - i. Need new numbering for depth
 - ii. Replace broken escutcheon plate for hand rail.
- 1889 Laundry roof- #1 roofing quote approved by board.
- 1807 Laundry roof- #1 roofing will inspect and give us a quote.
- 1870 Balcony inspection- Follow up with specialty home builders for inspection.
- 1822 new front Gutters & 1845 New gutter fixed- waiting on quote will follow up.
- 1806 Front & back repairs- Waiting on quote from specialty builders.
- 1816 Stucco issue- specialty builders did not replace rotted wood, signed contract on replacing the rotted wood.
- 1828 leak by front door- In process of being fixed waiting on finalized quote.

III. New Business

- Alternatives to cleaning pool more often- will look to get a fake alligator floaty to see if that keeps the ducks out.
- Sewer pipe quote- Inspect the mains and clean out line outside of 1879 signed proposal to have cleanout begin.
- Mailing updated Rules & Regulations to residents- Angela will write up cover letter and letters will go out to all residents.
- #1882 investigation of work completed and amount charged- Will find out if wood that wasn't replaced is rotted or not.
- #1876 Laundry room leak- #1 roofing will go out to give a quote.

- **Repair & Maintenance**
- **Managers Report**
 - i. Financials were emailed 1/11/24
 - ii. Credit card has 4200 points will find out what 4200 points is worth.
 - iii. Insurance renewal is February 12th Insurance company wants proof of roof completion.
 - iv. Need to look at prices at golf carts.
- **Violation Discussion**
- **Next Board meeting**- February 19th @6pm
- **Adjourn Meeting- By Donna @ 7:45**