

Clearbrooke Townhouse Condominiums

Board Of Directors Meeting

June 10, 2024

I. Call To Order

Meeting Called to Order: 6:01 by Donna

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

Certify Minutes From Last Meeting: Yes

Ameri-Tech: Angela

Homeowners Speak:

- 1820- Backside of the porch the wood is rotted, needs to be replaced, just got the wood delivered.
- 1857- Concern on propane tanks placement for generator on units.
- 1882- looking at financial report after requesting it.

II. Old Business

- 1883 our rental unit need to decide either sell unit to current renter as is or fix up spend money to fix up and sell it at a higher rate. Will work on getting it appraised first and extend rent through July until renter is approved with financing and the appraisal is done.
- Tree limbs overhanging the gutters- will have John Evans lawn service come out to give a price on cutting back branches away from the gutters.
- Waiting on confirmation that Duke has been notified about trees overhanging on power lines.
- Late fees- are we charging \$25 late fee, will double check with Ameritech to make sure we are charging them.
- 1866-1872 need fire extinguisher still waiting on proposal for it.
- 1806 & 1816- we need to move forward with specialty builders to complete this project.
- Rentals are currently at 9 and we have availability for 1 more person to rent out.

III. New Business

- New Maintenance man Jonas has started on the property.

IV. Repairs & Maintenance

- 1825-1831 electrical repairs have been completed
- 1887 New proposal attached \$6,000

- 1855 plumbing, temporary fix completed, waiting on additional proposal.
- Ants waiting on rain and Jonas will look at spot checking infested areas.
- Damaged electrical boxes have been repaired by consolidated electric.
- Fire Extinguisher for 1866 waiting for proposal
- House Bill 1203 effective July 1st Attached
- 1880 complaining of termites reach out to Haskell.

V. **Manager's Report**

VI. **Next Board meeting**- July 8th @6pm

VII. **Adjourn Meeting- By Donna @ 7:30pm**