

Board of Managers' Meeting-May 2021

29 MAY 2021 / 11:09 AM / Online: GoToMeeting

ATTENDEES: Board Members: Lee Davies, President * Colleen McCarthy, 1st Vice President * Suzanne Krzeminski, 2nd Vice President * Kimberly Alonge, Secretary * Rick Clawson, Manager, and 9 homeowners were present.

AGENDA

OPEN FORUM FOR GUESTS:

- No comments.

TREASURER'S REPORT:

- Without a Treasurer until the June 13th Annual Meeting, Rick obtained the current financial report from our CPA and sent it to the Board members via eMail. The treasurer's report was approved with motions from Suzanne Krzeminski and Colleen McCarthy.

SECRETARY'S REPORT:

- The secretary's report for the minutes of the April 24,2021 meeting was approved with motions from Colleen McCarthy and Suzanne Krzeminski.

MANAGER'S REPORT:

- **Rick Clawson - Incident Tracker**
 - **Water Damage - #409 flooding to #404** - This situation has been rectified. The siding was removed where it was discovered there was a big gap where the seam and concrete met the building. Miller Construction repaired and restored the rear of the building. Rick requested the Board approve payment for the bill of \$4,200.00, since it is already completed and it needed to be done. Due to the nature of the issue, the owner was not responsible for repair this time because it was not the windows or door that was causing the flooding. Lee Davies reminded owners that any flooding, such as what happened from 409 to 404, caused by a window or door is the owner's responsibility to pay. Windows/doors owners responsibility. A motion to pay the \$4,200 to Miller Construction for the repair of the flooding issue in the 400 building was approved by Kimberly Alonge and Suzanne Krzeminski, while Colleen McCarthy abstained.
 - Rick mentioned units #402 and #403, which also has leaking, but not as bad as 404 was. This is going to need to be addressed eventually at the cost of \$4200 per unit to take the siding off to repair. This is the same process as the 409 unit repair. Rick asked Suzanne if she was having any issues with leaking in her unit to which she said there were no issues that she was aware of and was surprised to hear this. She would like to recommend doing what was just done to determine to see if there is or could be an issue. Rick said #402 does leak occasionally. Lee Davies said the \$4,200 is not budgeted for this year and since it is not a problem yet, perhaps caulking could be done for now as a preventative measure. Rick said they tried caulking 409 but water still penetrated the wall; and it doesn't work. Suzanne asked how much it would cost to determine if there was a problem or not. Rick said it would be \$1200 to do so and

MANAGER'S REPORT: (continued) Rick Clawson - Incident Tracker (continued)

recommended to fix it for the \$4,200. It was mentioned that being proactive is good but not there has not been any noticed water coming in to date. But if other people report water coming in, we should consider it. Rick also noted the 500 building will be a similar issue as the 400 building. We will table for now and monitor over the next couple of months to see what needs to be done immediately or can wait.

- Suzanne suggested a survey be put in the newsletter regarding any excessive moisture to bottom level units; if there are issues to let Rick now so we can budget to repair. Lee Davies felt it is not a concern right now as there have been no reports of this situation as of yet. Colleen suggested we wait a month or two and after a couple good storms to see if everything is fixed before deciding to continue with another repair. It was decided we will monitor the situation and keep it on the tracker to see what happens.
 - **Gutters & Downspouts** - Building C - The replacements are complete.
 - **Brush cleaning** - This has been on/off as weather permits. Currently, they are taking care of the grounds with mulching and mowing.
 - **Pool locks** - The new pool lock was installed last Tuesday. Rick has the key cards and owners should get from Rick. Owners will need to sign for the card and review the pool rules at that time. Every owner will get one keycard. It will work out well for us. A reminder will be put in the newsletter to make contact with Rick to get new key fobs. Lee Davies noted if you lose your keycard, a charge will be incurred for replacement because a new card has to be made. - charge if lost.
 - **Office siding /windows**- This work is postponed until the F & N decks are replaced.
 - **F & N Building Decks** - Miller Construction has taken over the project from Stratton Services; the pricing is identical. Miller will need 50% down and will repair both decks at the same time. A start date of late July is anticipated due to the difficulty of obtaining and cost of materials at this time. And approval is needed for the change in the contractor for this job. Already approved was making the repairs to the building decks. The N deck was already budgeted, while the F building was an emergency approval. A motion to approve the change of contractor from Stratton Services to Miller Construction for the repairs of the N and F decks were approved by Kimberly Alonge and Colleen McCarthy.
 - **Visitor injury** - This is in the hands of the insurance company and is in the process of being resolved.
 - **Cement Pad for Mailboxes at "L" building** - A proposal was received from Masonry & More to replace the cement pad at mailboxes across from L which heaved up during winter. The proposal is \$2218.18 for the replacement pad. Two other contractors passed on the job because they had too much going on and didn't want to travel here to do the job. Rather than make a motion to approve the repair right now, Lee Davies asked if we could postpone the repair due to the money unbudgeted money being spent for the water repairs in the 400 building. Rick said we can put it off until next year and they will get shaky in the winter but the boxes won't fall over. They will need to be repaired, but can be tabled for now. Our goal is to stretch it out until next year or maybe end of year of this year if we can.
 - **Spring grounds prep** - The grounds are being worked on daily.
 - **Pool** - The pool is open, a little chilly, but open. Both JD and Ed are certified pool operators. This is a bonus for us.
 - **Tree trimming** - We are waiting on Great lakes to come and do their thing. It is all weather and contractor dependent for completion.
 - **Community Garden** - Is open and several plants are in. We will need to find someone new next year to rotital the garden as this is Mr. Wainwright's last year to do so.
 - **Kayak Storage** - An abandoned kayak was found on the beach. It was full of sand, so the guys dumped it and put it in the storage rack for the owner to claim. It was noted that some residents may assume the kayaks belong to everyone for use, which they are not. The kayaks on the rack are individually owned. Lee Davies recommended residents make sure their kayak is locked and chained down when placed in the rack. Kayak's should show an ID as well. We can tag ones we don't know whose they are. If no one comes forward for the abandoned ones they will be removed from the rack. In addition, if residents are no longer using the kayak, it needs to be taken out of the rack so others can use the space. This information will go in the newsletter, the website, and Facebook page.

COMMITTEE REPORTS:

- **Beautification:** Marilyn Gollnitz reported the geraniums were planted by 7 the record time of 45 minutes. Extra plants were put in areas that needed color. We truly appreciate the beautiful job done by all!

OLD BUSINESS:

- **Annual Meeting/Election:** Lee Davies noted the Annual Meeting/Election is set for June 13, 2021 at 4:00pm. This will be a virtual meeting again this year and hopefully for the last time as we get closer to opening things up. Limited to in-person attendance by ballot counters and people running for open positions. Ballots will be mailed out on 5/28/21 Our Bylaws dedicated when they can be sent. There are four people running for three positions. Lee reminded residents to make every effort to get the ballots back in the mail as soon as possible to make sure we can fill those positions to get back to a full board.

NEW BUSINESS/CORRESPONDENCE:

- **Laundry Contract:** Suzanne Krzeminski updated everyone on the new laundry machine proposal. Our laundry service in the process of reupping another 5 year contract including getting two news front load washers, 2 new top load washing, and 4 upgraded dryers. These are not brand new machines, but upgraded from our current machines. The 5th dryer will be removed to balance the usage. Machines will maintain the current SmartCard system and include a new App to be used on your phone or ipad. You'll be able to pre-pay and also check to see if washers are available before bringing your laundry to the laundry room. This is a nice perk. The cost breakdown will be \$1.75 per wash and \$1.75 per dry. The company recommends using high efficiency detergent and not to be tempted to add more than indicated. It has been mentioned in the past that some were reporting staining and representative said excessive detergent could be the possible source of staining, noting dirt is removed by agitating not the amount of detergent. Once the contract is signed, it will be around 8 weeks by the time all is implemented. A really good deal. Thanks to Suzanne for all the time spent gathering information. A motion to approve the new contract was made by Colleen McCartney and Kimberly Alonge.
 - Rick noted there is a video that explains how the app works. Lee Davies asked if this can be put on the website. Rick will put on the website and put information in the newsletter. Kimberly Alonge will put the information on the Facebook page. Rick will create and post signage for the new laundry equipment regarding not overdoing detergent in the new machines.

OPEN FORUM FOR GUESTS:

- Marilyn Gollnitz (1002)- June is coming up fast and we will be starting winey Wednesdays. The first will be on June 2nd at the back of the L building. Let Marilyn know if you want to host at your building and she will get the word out.
- Marilyn asked if an old picnic table is not going to be worth saving next year, may the Beautification Committee use it for planting geraniums next year.
- Bill Horn (409) - Asked to see where we stood and for clarification on the 400 and 500 building water leaks and if the issue in the 500 building would be rectified in the same way as was done in the 400 building. Lee Davies noted the 500 building is a little different design and there is no way to know if it's the same fix or not until it is opened up. Lee also reminded owners if the windows and doors of your unit have never been updated that they probably need to be. With the unexpected deck replacement of the 500 building, at this time, we will continue to monitor 500 building to see what, if anything else, happens from any water coming in. The leakage problem was much worse in the 400 building with water pouring in from the middle of the room and that is why the exploration and repair was done to the 400 building.
- Nanette Bartkowiak (602) asked for clarification of common areas in regards to the back of her unit and pavers versus cement on the lakeside of units. Rick noted there are some units who have installed the pavers to help with keeping the mud out, in lieu of plants, but there are no cement areas on the back of units on the lakeside. A request to install pavers on the lakeside units can be put in writing to Rick for the Board to vote on during the

OPEN FORUM FOR GUESTS: (continued)

next meeting. She also asked if a cement front porch could go all the way to the sidewalk or not. The answer was no, not to the sidewalk. It was noted that units have rocks and a planting area between the unit cement porch and the sidewalk. This is to keep a uniformed look and keep concrete even to the line, thus allowing for the planting area. Owners may pour cement or install stone pavers on their front units after a request is sent to Rick and the Board approves.

- Susan Mapson (1205) asked if their ballot can be held until they get there soon. Rick will keep ballots here for those who asked not to mail them as they will be here before the June 13th meeting and will be able to pick up their ballot and return it here. Susan thanked the board for all that is being done and how nicely everything is running.
 - Lee Davies reminded owners to let Rick know if you do not receive your ballot in a timely manner. In addition, there will be a place to take your ballot to on the day of the Annual Meeting rather than mail back if you will be here. The meeting itself is virtual, but you will be able to drop off your ballot with enough time to return to your unit to log-on for the meeting.

NEXT MEETING:

- The next meeting is the Annual Meeting and will take place at 4:00 PM on Sunday, June 13th, via GoToMeeting.

ADJOURNMENT & EXECUTIVE SESSION:

- The meeting was adjourned at 11:57 PM with a motion to accept from Kimberly Alonge and Colleen McCarthy. No Executive Session was held today.

Respectfully submitted,

Kimberly A. Alonge, Secretary