

MINUTES

La Croft Condominium Association
Board of Directors Meeting
October 11, 2022
9:00 a.m.
Via Zoom

Present: Steve Waterbury, President; Doug Walker, Vice-President; Sue Conway, Secretary; Carl Weiss, Treasurer; Diane Herder and Paula Silver

Absent: Steve Trecha

Resident Manager: Scott Richards

MINUTES OF PRIOR MEETING

A **MOTION** by Steve W., seconded by Carl to adopt the minutes of the September 13, 2022 meeting was unanimously approved.

TECHNOLOGY COMMITTEE

Steve W. noted that for scheduling reasons, Technology is the first committee report today. Paula reported on behalf of the Committee and moved that, based on a due diligence review, the Technology Committee recommends that the Board reject the Spectrum bulk internet/video proposal as currently presented and communicate that decision to La Croft co-owners. The **MOTION** was unanimously approved.

Paula further reported there was not sufficient Committee support to bring forward any additional recommendations at this time.

LANDSCAPE AND ARCHITECTURE COMMITTEE

Doug presented the L&A Committee report, noting that while some items are presented for action today, others will be brought to the Board later.

Lobby Renovations

Doug moved that the \$2,200 South Arm Construction proposal to complete lobby renovations (painting, wall bumper for the north lobby, notice holders, ash cans and an outgoing mailbox) be accepted. The **MOTION** was unanimously approved.

Upcoming Projects

Painting east side building exterior (walls, doors, flower boxes, AC units covers) – It was agreed to continue touch-up painting as needed and implement the full east side exterior painting in 2026 as provided in the Long-Range Plan with a more realistic cost estimate of \$55,000.

Cleaning dryer vent stacks - (current Stanley Steemer quote of \$12,800) - Will be discussed for 2023-24 budget.

Washing west side of building - (current Pro-Clean quote of \$29,900 including window washing) -To be considered for next year's budget.

Boardwalk Area – (retaining wall, lawn erosion, north side rocks). For information only --No cost estimate yet.

Building Stabilization Project.

Carl presented the following update:

Geotechnical Report. The contract with Soils and Structure for \$10,500 to evaluate soil conditions has been signed with work to begin October 31. The soil borings report is expected within 4 – 6 weeks with soil profiles to determine loads for the helical piers.

Project Management and Construction. Kent Companies declined to submit a proposal as being beyond their current skill set; however, Kent recommended contacting Spence Brothers to coordinate project management and construction, potentially contracting out the helical piers portion of the job. The cost of the project will depend on the geotechnical report findings.

Owner Assessment. Once cost parameters are available, research by the Finance Committee on options for the owner special assessment will be necessary. Bank financing for a condo association would likely require higher interest rates.

FINANCE COMMITTEE

First Quarter Financials. Carl has reconciled the budget adopted last summer with first quarter financials and reported some adjustments to the quarterly numbers based mainly on timing.

Reserve Study. All directors have received a draft of the Reserve Study. Carl urged them to take time to read it in preparation for discussion at the November meeting and a follow-up meeting with Paul Canihan of Michigan Reserve Associates.

PERSONNEL COMMITTEE

Resident Manager Work List and Addendum A – Diane has not received any questions or comments from Board members regarding the revised Resident Manager’s Work List and Addendum A presented at last month’s meeting and, therefore, considers the project complete. Meanwhile, work will begin on the employee evaluation process to be completed by year end.

OLD AND NEW BUSINESS

Fall Newsletter. Paula has agreed to edit the fall newsletter to owners. The newsletter will be an e-mail E-blast containing, among other items, updates on L&A projects, the Spectrum bulk internet proposal decision and miscellaneous reminders such as the importance of turning of water in unoccupied units. Steve W. suggested that next spring’s newsletter contain a discussion of the effect of assessments on the tax basis of our condo units.

Request for Lease Approval. An application for approval of a lease of Unit 206 has been received along with the Lease Addendum. Upon receipt of the actual lease agreement required by La Croft bylaws, the Board will review and act upon the lease.

Zoom. Carl reported that using a La Croft credit card for Zoom service would increase the cost of Zoom to \$2500 a year from the current \$150. Steve W. and Carl will look into options for virtual Board meetings with a decision expected by mid-March.

Unclaimed Kayaks. Diane will contact owners of unclaimed kayaks advising that they must be removed from the La Croft waterfront before work begins on the building stabilization project. Pictures of unclaimed kayaks requesting identification will appear in the fall newsletter.

ADJOURNMENT

The business of the meeting having concluded, the meeting was adjourned at approximately 10:40 a.m. The next regular meeting is scheduled for Tuesday, November 8, 2022 at 9 a.m. (Note: next meeting later rescheduled for November 15).

Respectfully Submitted,

Sue O. Conway, Secretary