

MINUTES

La Croft Condominium Association
Board of Directors Meeting
September 13, 2022
8:30 a.m.
Via Zoom

Present: Steve Waterbury, President; Doug Walker, Vice-President; Sue Conway, Secretary; Carl Weiss, treasurer; Diane Herder and Steve Trecha

Absent: Paula Silver

Resident Manager: Scott Richards

Guest: Becky Briscoe (Unit 201)

MINUTES OF PRIOR MEETING

A **MOTION** by Carl, seconded by Diane to adopt the minutes of the August 9, 2022 meeting was unanimously approved.

PRESIDENT'S REPORT ON ATTEMPTED SCAM

Steve W. reported that the Association has filed an FBI Report regarding a fraudulent La Croft check recently presented to Hoffman's office for payment.

LANDSCAPE AND ARCHITECTURE COMMITTEE

Chair Doug Walker referenced the September L&A Committee meeting minutes previously circulated to the Board and asked for any questions. He then requested Carl Weiss to present an update on the Building Stabilization project.

Building Stabilization Update - Carl noted three phases of the project :

1. Engineering Report. The engineering report previously received called for use of a geotechnical engineer to locate foundation footings and create a soil profile.
2. Geotechnical Report. Profiling of underlying soils by a geotechnical engineer and a determination of the building's foundation footing locations and soil composition, e.g., bedrock, limestone, etc. L&A has identified Soils and Structures, a Muskegon engineering firm, as having the necessary geotechnical expertise for this work. They have inspected the property and a proposal to

provide a soils report with specifications for the entire project based on the strength of the soils is expected this week.

3. **Project Management and Construction.** A representative of Kent Companies of Grand Rapids is meeting with Scott this week; Team Elmers of Traverse City is also interested in the project and is awaiting the soils report; and in addition, Rowe Construction of Lansing has indicated interest.

Because of the importance of acting expeditiously, a **MOTION** by Doug, seconded by Sue, to authorize Doug and Carl to contract with Soils and Structures for the geotechnical soils report if the proposal is acceptable to the Committee and does not exceed \$12,000 was unanimously approved.

Painting of East Side exterior walls. Doug reported that L&A is seeking a quote from All-in-One Painting for the east side walls of all floors as provided in the Long Range Plan but may recommend moving the project up from 2026 to 2022. A prior cost estimate was \$38,000.

Additional Items for Lobbies and Landings. Doug received a quote from South Arm for additional items totaling \$3000 to finalize the lobbies and landings project.

FINANCE COMMITTEE

Reserve Study -- A meeting is taking place today with Paul Canihan of Michigan Reserve Associates, and a draft of the full reserve study is expected within 60 days. When complete, the long-range plan (LRP) will become part of the reserve study.

First Quarter Financials – Upon receipt of the first quarter financial statement from Hoffman’s office, Carl will review and reconcile it with the budget. Going forward, quarterly budget reports will also include actual expenditures for each quarter compared to the prior year.

PERSONNEL COMMITTEE

Resident Manager Work List and Addendum A – Diane reported that she and Paula have reviewed and revised the Resident Manager’s Work List and Addendum A in preparation for developing a recommendation regarding professional management at La Croft. It was agreed that the Board should await the Personnel Committee’s report before contacting any potential management candidates or moving ahead on a request for proposals.

TECHNOLOGY COMMITTEE – Internet Initiative

Steve T. presented a power-point presentation on the Internet Initiative, including the summary result and recommendations for reducing internet and related services costs and improving internet performance. The Spectrum bulk proposal was evaluated, including detailed contract review and written exchanges with Spectrum to better understand La Croft owner risks and opportunities as well as the fiber-optic alternative of Aspen Wireless, a company recommended by the City of Charlevoix and the Charlevoix Public Library.

The next step is for the Internet Initiative Team (Steve T., Paula, Diane and Steve W.(ex-officio)) to meet and formulate a recommendation for Board consideration.

OLD AND NEW BUSINESS

Workers Compensation Exemption Certificate. Guest Becky Briscoe noted that outside contractors who are sole proprietors must arrange for proper workers compensation insurance to protect the Association from liability.

Unclaimed Kayaks. Diane will follow up with owners of unclaimed kayaks regarding storage or removal.

ADJOURNMENT

The business of the meeting having concluded, the meeting was adjourned at approximately 11:10 a.m. The next regular meeting is scheduled for Tuesday, October 11 at 9 a.m.

Respectfully Submitted,

Sue O. Conway, Secretary

