

MINUTES

La Croft Condominium Association
Board of Directors Meeting
May 12, 2023
8:30 a.m.
Via Zoom

Present: Steve Waterbury, President; Doug Walker, Vice-President; Sue Conway, Secretary (joined the meeting a few minutes after its commencement); Carl Weiss, Treasurer; Diane Herder; Anita Laurila; Paula Silver

Absent: None

Resident Manager: Scott Richards

WELCOMING OF DIRECTOR

New director Anita Laurila was introduced by Paula Silver and welcomed to the Board of Directors. Paula described Anita as "brilliant, well-read, well-traveled and a very nice person" who will be a strong addition to the Board.

MINUTES OF PRIOR MEETINGS

A **MOTION** by Carl, seconded by Doug, to adopt the minutes of the April 14 meeting was unanimously approved, with a correction to the closing time from p.m. to a.m.

LANDSCAPE & ARCHITECTURE REPORT (Doug Walker, Chair)

Elevators. Since the last Board meeting, Great Lakes Elevator Co. made all necessary repairs for La Croft to pass the state elevator inspections. The cleaning of the oil in the south elevator has continued. The L&A Committee does not favor proceeding with the lighting or stainless steel doors on the elevators. La Croft is in process of drafting and will be assisted by Great Lakes in the preparation of the formal termination letter to Otis. Doug again noted the Otis warranties on the elevator system survive the termination. A discussion ensued concerning the north elevator door closure issue, which has been videotaped by Scott Richards. It had been hoped that the issue would abate during the warmer months. Although there may have been some improvement in frequency of occurrence, the issue is ongoing. Scott will email the elevator videotape to Doug, who will communicate with Otis about the failure of the recently installed elevator to operate properly.

Foundation Stabilization. A general contractor bid from Spence Brothers has been received. Doug has sent all subcontractor proposals to Spence Brothers and Soils and Structures

for review. The process with respect to additional costs to individual unit owners related to foundation stabilization will be discussed at the June Board meeting or earlier after the L&A Committee meets again and receipt of input from Spence Brothers and Soils and Structures.

East Side Painting. Touch-up painting has been completed on the east side of the building. Two proposals are expected for a full repaint of the east side probably to occur in the fall.

Dryer Vent Cleaning. Stanley Steamer will clean out all dryer vents next Tuesday, May 16. The \$12,800 bid includes the interior dryer vents in each unit. Because this will involve access to the back of each dryer, Paula will send an e-blast advising owners this weekend.

Assistance for Scott. Scott's assistant, Brandon, begins work this week on a temporary basis.

Fire Pit/Seating Area. We have received examples of stone work, walls and materials for the patio fire pit area which we will be made available and discussed at the annual owners meeting.

Mail Room Leak. The origin of the leak above the mailroom has not yet been identified but will be dealt with next fall after the summer season.

Pool Opening. All pre-opening swimming pool work has been completed and the pool is set to open May 16.

Beach Access Steps. The steps to the beach will be installed this month.

Sliding Glass Doors. Awaiting comparison pricing for the slider to the porch of Unit 400.

FINANCE COMMITTEE REPORT (Carl Weiss, Chair)

Carl reported that numbers from Bob Hoffman will be received next week to close out the 4th quarter and finalize the 2022-2023 fiscal year. The Board will be asked to vote on the amended budget for this fiscal year in June but no significant changes are expected. All owner dues for last fiscal year have been paid and quarterly invoices have been mailed for the first quarter of this year.

As discussed previously, Rasmussen, Teller and Caron, a CPA firm in Petoskey, has been hired to prepare a review of our 2022-2023 financials at a cost of \$5000. An engagement letter has been signed and the review will be completed in June with a hard copy available for the annual meeting. Absent any issues disclosed by the report, Bob Hoffman will be asked to attend the annual meeting as usual but we will not need a representative of the Rasmussen firm to attend.

RESIDENT MANAGER'S REPORT (Scott Richards)

Scott reported the following:

The irrigation system for the property has been checked out and repaired as necessary;
East side rail repair is completed;
The entire building has been power washed;
Site Planning has done the Spring clean up;
Spider control is completed;
Fish will do the window washing prior to May 25; and
Stanley Steamer dryer vent clean out is scheduled for May 16.

Scott reminded that all noisy construction/renovation work must be completed prior to Memorial Day weekend. Meanwhile, the initial professional cleaning of the building (first of 10 cleanings) will be conducted prior to Memorial Day weekend and Scott will also wash the windows and doors and clean and arrange the pool furniture by that time.

OTHER OLD AND NEW BUSINESS

Annual Owners Meeting. Sue Conway reported that she will mail out the owners packet for the annual meeting in mid-June. The meeting takes place on July 1 this year and the owners' packet will include the following: agenda for the meeting, minutes of last year's meeting, ballots for the Board of Directors (three 3-year terms are expiring and one 2-year term needs to be completed); ballot for a vote to waive an audit/or review of the upcoming year's financial statements; and notice of the Social Event potluck on the evening of the annual meeting.

As chair of the Social Committee, she is working with Diane Herder to seek ideas to encourage more robust attendance at the potluck event.

Spring Newsletter. Paula was congratulated for heading the excellent spring newsletter. It has been published and will be sent to owners with a copy placed in each unit. Paula appreciated the work of other Board members in creating the newsletter and plans to put it on the La Croft website next week.

Boats and Bikes. Diane noted that Site Planning needs to mow the grass on the area designated for boat storage. She reported that stickers are available from Scott to be placed on the registered bikes. Meanwhile she is working to identify two carports that can be used temporarily for bikes while the storage unit is being cleaned out.

Diane also reported that there have been several incidents of fires caused by electric bicycle batteries. Several owners are storing electric bikes in their units which can be a fire hazard. It was agreed that more information on the batteries needs to be gathered to consider rules

for the safe storage of electric bike batteries and potentially the construction of a separate storage facility for electric bikes. Discussion is also needed on the future for electric vehicles at La Croft.

ADJOURNMENT.

All business of the meeting having been concluded, the President declared the meeting adjourned at 9:32 a.m.

Respectfully Submitted,

Sue O. Conway
Secretary
With assistance from Steve Waterbury, President