

## **MINUTES**

La Croft Condominium Association  
Board of Directors Meeting  
March 14, 2023  
8:30 a.m.  
Via Zoom

**Present:** Steve Waterbury, President; Sue Conway, Secretary; Carl Weiss, Treasurer; Diane Herder; Paula Silver

**Absent:** Doug Walker, Vice-President (technical difficulties with Zoom connection)

**Resident Manager:** Scott Richards

### **MINUTES OF PRIOR MEETING**

A **MOTION** by Carl seconded by Diane to adopt the minutes of the February 14, 2023 meeting was unanimously approved.

### **LANDSCAPE & ARCHITECTURE COMMITTEE REPORT (Doug Walker, Chair)**

Because of technical difficulties with Doug's Zoom connection, the L&A report was moved to a special meeting to be scheduled later in the month and the other agenda items were moved up.

### **SPRING NEWSLETTER**

Paula expects to receive all copy within the next three weeks. She will contact authors individually if she has questions or suggestions and plans to add an article on DTE work taking place in Charlevoix. Diane offered to prepare a report on Lake Michigan water level issues and Steve will prepare an introductory summary from the President.

### **RESIDENT MANAGER'S REPORT**

Contractors have been lined up for spring opening, including irrigation maintenance, pool opening (scheduled for May 16 with heat beginning Memorial Day weekend), spider spray (early May), window washing (late May), and landscape clean up and prep work. It was agreed to have Site Planning provide flowers for the entrance from West Dixon

before Memorial Day and to contact Lois Bolhouse regarding her interest in working on the plantings with the goal to have landscaping in good shape by Memorial weekend.

Scott has notified all owners affected by the plumbing stack project not to run water inside their units for the next two weeks.

### **FINANCE COMMITTEE REPORT (Carl Weiss, Chair)**

Carl presented a preliminary budget for the 2023 –2024 fiscal year with a May 1 start date for collecting dues under a new structure that eliminates the “pooled” and “special” reserve distinctions in favor of a single contingency collection as recommended in the Reserve Study. Remaining funds from the Pooled Reserve account will be included as a contingency line item within the operating budget for the purpose of unanticipated expenses for building and grounds.

Following discussion of the proposed changes, Steve Waterbury made a MOTION to adopt the following resolution:

*Whereas in recent years La Croft Condominium association has collected pooled reserves from unit owners in an effort to maintain an amount of approximately \$160,000 for unforeseen costs; and*

*Whereas, Michigan Reserve Associates has completed a reserve study of La Croft Condominium and has recommended that the pooled reserves become part of the condominium operating budget;*

*Therefore, it is resolved that the current approximately \$160,000 amount previously designated pooled reserves be redesignated as a contingency fund within the condominium operating budget, and be maintained and utilized consistent with past practice, but not funded as a separate pooled reserves assessment.*

The motion was seconded by Sue Conway and unanimously adopted.

Carl asked for comments on a draft advisory letter to owners regarding these changes and the upcoming special assessment for porch stabilization work. The draft letter anticipated that the porch stabilization assessment would be collected with the May 2023 dues; however, it was agreed that owners should receive more notice of the special assessment and more certainty on cost.

Carl will revise the letter for consideration at a special Board meeting later this month in which the Board may also consider the feasibility of a bank loan arrangement for owners to finance the special assessment.

**Bikes and Kayaks.** Diane will draft an E-blast notice to owners outlining the new rules for bikes and kayaks as set forth in today's report to the Board. Meanwhile, she will check with Scott to see if there are two carport spaces, preferably adjoining, that could be used temporarily to store bikes that are removed from the storage room to allow for clean out and tagging during the period July 1–July 10.

**Special Meeting Scheduled.** Steve tentatively scheduled a special meeting on March 29 to discuss the L&A report and Finance Committee items that warrant further discussion prior to action. *[The meeting date was later moved to 8:30 a.m. on Thursday, March 23].*

## **ADJOURNMENT**

At the conclusion of business, the meeting was adjourned at approximately 10:30 a.m., followed by a short executive session to discuss upcoming board vacancies. No action taken.

Respectfully Submitted,  
Sue O. Conway, Secretary

