

MINUTES

La Croft Condominium Association
Board of Directors Meeting
June 9, 2023
8:30 a.m.
Via Zoom

Present: Steve Waterbury, President; Doug Walker, Vice-President; Sue Conway, Secretary; Carl Weiss, Treasurer; Diane Herder; Anita Laurila

Absent: Paula Silver

Resident Manager: Scott Richards

MINUTES OF PRIOR MEETING

A **MOTION** by Carl, seconded by Diane, to adopt the minutes of the May 12, 2023 meeting was unanimously approved.

SPECIAL PLANNING MEETING

The Board agreed to meet Wednesday, June 21 at 8:30 a.m. to discuss plans for the July 1 annual owners meeting and social event. The meeting announcement and accompanying materials will be mailed to owners next week.

LANDSCAPE & ARCHITECTURE COMMITTEE REPORT (Doug Walker, Chair)

Spring Walkaround. The Committee conducted the annual “spring walkaround” last Friday to inspect the building and grounds.

- Doug has contacted Site Planning to do the necessary weeding this week. Diane will notify Lois Bolhouse that the budget for flowers this year is \$1,000.

Elevators

- The north elevator issue was resolved by a representative of Great Lakes Elevator.
- The south elevator hydraulic oil cleaning is complete.
- Doug and Steve will prepare a letter terminating the Otis contract and listing unresolved issues.

Dryer Vents. Stanley Steamer has cleaned all dryer vents, including vents in each unit, as fire prevention maintenance.

Insurance Coverage. Carl reported that the cost of directors' liability insurance cost has risen by 15% and also confirmed that builders risk insurance is paid by the owner, not the builder, to insure the owner's property once it is in place. Carl will continue discussions with Sam Bingham on insurance matters.

Fire Pit/Seating Area. The Committee received examples of stone work, walls and materials for the proposed patio fire pit area. At its June 21 planning meeting, the Board will finalize what will be presented to the owners at the annual meeting.

Mail Room Leak. No progress yet on determining the origin of the water leak above the mailroom.

Sewer Drains. Charlevoix Sewer & Drain has discovered that several concrete connections between sewer drain pipes underground are missing. It is not known what caused this, whether it affects the porch stabilization project or has created other problems. Excavation is needed to determine what, if anything, needs to be done immediately. Carl will contact Soils & Structures for follow up.

Beach Access Steps. The beach access stairway has been installed. Doug will contact Tressa and ask for Site Planning representatives to come to La Croft to discuss concerns expressed about the initial installation of the beach steps. Meanwhile a chain safety barrier is being installed across the entry to the steps.

Building Stabilization Project. The Association is prepared to execute a Letter of Intent with Spence Bros. for building stabilization work with Hardman selected as the permeation grouting contractor. La Croft legal counsel will be asked to review the proposed definitive agreement prior to execution. Soils and Structures will oversee the permeation grouting work. Stabilization work on the south side of the building is projected to start in late August/early September and be completed by November. The price for the south end is currently expected to be approximately \$1,600,000. The additional cost for the exterior sliding glass doors and windows in units 100 and

101 (to be paid from the Association's budget) has been identified as \$12,000 plus up to \$2500 to each owner for flooring replacement.

Reflecting the Committee's meetings with various contractors, Committee reports, Board discussion regarding the stabilization project, and contractor cost projections, it was moved by Doug, seconded by Sue, and unanimously approved to adopt the following resolutions:

Resolutions of the Board of Directors of La Croft Condominium Association Authorizing Entry into Letter of Intent with General Contractor for Building Stabilization

Resolved, that Spence Brothers be tentatively selected as the general contractor ("General Contractor") for the 2003 porch stabilization project at La Croft;

Further Resolved, that Douglas Walker, Vice President of the Association and Chair of the Landscape and Architecture Committee; Carl Weiss, Treasurer and Chair of the Finance Committee; Stephen Waterbury, President; and Sue Conway, Secretary, and any two of them be, and they hereby are, authorized, directed and empowered to develop and execute a letter of intent with the proposed General Contractor ("General Contractor Letter of Intent");

Further Resolved, that the annual budget for the 2023-2024 fiscal year shall include a provision for payment by the Association of reasonable expenses related to the necessary removal and replacement of Co-owner installed windows, slider/door-walls, screens, exterior wall structural components such as aluminum framing or other Co-owner installed improvements that form the enclosed portion of an enclosed balcony during the porch stabilization project in affected units 100 and 101, notwithstanding that such expenses would, absent the unusual circumstances related to the porch stabilization project, be the responsibility of the Co-owner of the Unit to which the balcony is appurtenant;

Further Resolved, that the payment by the Association of such expenses shall not be deemed by the Board or by Co-owners as amending the Master Deed or Bylaws or as setting a general precedent that differs from the allocation of costs set forth in the Master Deed and Bylaws, absent similar highly unusual circumstances;

Further Resolved, that an additional assessment for the 2023 porch stabilization project in the aggregate amount of \$1,600,000 shall be, and hereby is, authorized, with each Co-owner's share of the cost calculated based upon the percentage of value allocated to each unit as required by Article VI of the Master Deed and as listed on pages 10 and 11 of the Master Deed; and

Further Resolved, that each officer of the Association be, and he or she hereby is, authorized, empowered and directed, to implement these resolutions, which are hereby adopted.

FINANCE COMMITTEE REPORT (Carl Weiss, Chair)

The year-end budget results for 2022-23 were very close to projections. There is currently a contingency amount (formerly “pooled reserves”) of approximately \$185,000 which negates the need to assess any additional amount in order to meet the agreed year-end contingency amount of \$160,000.

The Rasmussen, Teller and Caron CPA firm is on track to have the financial review for fiscal 2022 – 23 completed in time for presentation at the July 1 owners meeting.

Steve moved to approve the amended budget for fiscal 2023-24 as presented by Carl. The motion was seconded by Doug and unanimously approved.

SOCIAL COMMITTEE REPORT.

In addition to the traditional potluck, we will purchase ice cream bars, popsicles and other ice cream treats for the social event on Saturday night. The Board will furnish adult and other beverages and will tend bar.

RESIDENT MANAGER REPORT.

Despite early reports that they were unable to provide window washing because of staff shortages, Fish Window Cleaning has advised that window cleaning will occur the week of June 19.

OTHER OLD & NEW BUSINESS.

Boats and Bicycles.

* Because the building stabilization work will not begin until fall, there was consensus that boat owners could return their boats to the boat storage wall near the south end of the building. This will be announced at the owners meeting.

* On June 29 all bicycles will be removed from the bike storage room. Once the storage room has been cleaned, only registered bikes with official LaCroft stickers may be stored there. Scott has stickers and will register bikes at the owners meeting. All bicycles on the bike racks or storage unit must be registered.

* Diane shared concerns about e-bike hazards due to battery fires. After much discussion, it was decided to continue the e-bike discussion and defer making a new rule until more information is gathered and reported to the Board. Steve suggested a task force comprised of Diane, Anita, Carl and himself.

Additional Assessment Timeline. Carl proposed that an invoice be sent to owners in July with payment due by end of August. Concerns emerged regarding the short timeline. Anita suggested

installment payments. More discussion to take place at the next board meeting before a decision is made.

AED Defibrillator. Anita suggested that the Board purchase an AED defibrillator machine. Cost estimate is \$1,400.

EV Charging Stations. More discussion took place on car charging stations at La Croft. We will check with the City about plans for street lighting on West Dixon and EV charging stations. The Earl Hotel currently has two charging stations: one for Teslas, the other more generic.

ADJOURNMENT.

All business of the meeting having been concluded, the President declared the meeting adjourned at 10:15 a.m.

Respectfully Submitted,

Sue O. Conway
Secretary
(With much appreciated assistance from Carl Weiss)