

MINUTES
La Croft Condominium Association
Board of Directors Meeting
May 10, 2024
8:30 a.m.
Via Zoom

I. Call to Order: President Steve Waterbury called the meeting to order at 8:30 a.m.

II. Roll Call: Steve Waterbury, President; Doug Walker, Vice President; Carl Weiss, Treasurer; Diane Herder; Anita Laurila (Acting Secretary), Paula Silver; Guest – Steve Trecha

Absent: Sue Conway

Resident Manager: Scott Richards

III. MINUTES OF APRIL 12, 2024 MEETING: A **Motion** by Carl Weiss, seconded by Doug Walker to adopt the April 12, 2024 meeting minutes as presented was unanimously approved.

IV. LANDSCAPE & ARCHITECTURE COMMITTEE REPORT (Doug Walker, Chair)

Foundation Stabilization Project: Attorney Evan Alexander from the Law Firm, Makower Abbate, will assist with the close-out pay-off with Spence Brothers. Project updates include: all concrete slab on grade is in place, the sprinkler repairs still to be completed, top soil is in place and ground is ready for the hydro seeding. There has been slight movement in the south end strain gauge – 13.5 to 14. Soils and Structures is aware of this slight movement. Recommended Inspections: Carl is in contact with the structural engineer from Atlantes to identify a firm to conduct a safety inspection on the east side catwalk bridge, steel beams supporting the north and south wing catwalks and all railings. Committee is planning a power point presentation for the Annual Meeting with 35 slides. The contractor will not be asked to attend the Annual Meeting.

Status of other L&A Projects

Creation of a Painting Maintenance Schedule Doug and Scott will identify smaller projects that need to be placed on an ongoing schedule. This will be in addition to the larger painting projects already identified in the Reserve Study.

IX. Newsletter Report – Paula Silver had to present her report at this time because she had to break away at 9:00 a.m. for a work meeting. The newsletter has been printed and will be distributed to all condos this week. Paula to send out a PDF of the Newsletter to the Board.

Paula also raised the question of changing her condo door lock to a digital one. This change can be made as long as Scott's master key can open the door. This is also a fire safety condition. Owners may change doorbells to a digital Ring-style doorbell.

West Side Building Washing The Clean Team, the company hired to wash the west side, used a drone to begin washing the building. The drone crashed into a railing partway through the cleaning and broke. They will return once the drone has been repaired. Owners will be alerted to close balcony doors and move cars from ends of the building on the day Clean Wash returns. The washing solution left streaks on the balcony windows so Fish Window Cleaning will clean windows in early June.

Spring Walk-around Electrical problem with exterior lighting was identified. Wilmot Electric will be out to install boxes for the security cameras and will repair lights at the same time. We will also get a sign to add to the stop sign post that states "Property under video surveillance" Anita and Scott will oversee the new signage, including AED signs and a sign asking owners to use north and south stairs to access the beach.

Pool Deck Storage Diane will send language to Paula for owners letter asking that owners remove all items in the pool deck storage area by early July. The storage area will be cleaned out following owner's removal of chairs and other items.

Boat Storage 3 new racks have been ordered to replace the racks currently hanging. There are three large arborvitae bushes where the racks will be installed. A **Motion** by Doug, second by Steve, to remove the center bush and to install the racks between the 2 remaining bushes and was unanimously approved. Next year we will paint the wall, consideration given for a mural, or a more subtle color.

Landscape Subcommittee Drost will begin lawn maintenance today and annual flowers/plants will be planted in mid to late May.

V. FINANCE COMMITTEE REPORT (Carl Weiss, Treasurer)

Budget and Assessments 2024-2025 Budget year began on May 1. Hoffman will send the 2023-2024 reconciliation to Carl the third week of May. A copy of the recommended Amended Budget will be sent to board members for review at least a week before the June Board Meeting. Carl will work with attorney Evan Alexander to advise with respect to the project closeout with Spence Brothers. An additional \$16,904 in painting projects were added to the 2024-2025 Budget. \$23,000 in additional painting projects will be deferred until later in the year if funds are available.

Solar Panels Carl presented additional information regarding research into solar panels for the roof. City of Charlevoix has a current sell-back rate of .04 cents per kilowatt. Owner approval would be needed for this project. Diane noted that since La Croft owns all the property up to the Father Charlevoix marker on Dixon and it is south west facing that perhaps consideration could be given to installing panels on the ground in this area. Guest Steve Trecha shared some additional info and concerns regarding solar panels. Carl will send the proposal to Steve Trecha. Because of the timing of the roof replacement, this info

may need to be presented to the owners this summer at the Annual Meeting. Carl will send out a suggestion for a formal motion which could be presented for constructive feedback.

VI. Annual Meeting Planning

Doug will prepare photos for the proposed fire pit seating area adjacent to the boardwalk and the Balcony Stabilization project. Solar Panel proposal will also need to be finalized. Hoffman will be invited and will be placed early on the agenda to give the financial report. Discussion regarding how best to present the projects. Diane will check with the library regarding borrowing a screen, Carl also proposed that perhaps we could borrow a Smartboard from the school district. Steve Trecha also volunteered his proxima projector that will project onto the wall.

VII. Social Committee Will provide 50th Anniversary update at the June Board Meeting.

VIII. Beach Discussion Now that there is substantial beach and the water level is low, the Board should investigate what could be done to protect the boardwalk and property from future Lake Michigan high levels which now seem to be on a shorter cycle. We have time to plan. The concrete pillows need to be cleaned. Many of the pillows have eroded over time. Newer technology exists to protect our shoreline, such as geotubes, which are less obtrusive. Contact Steve if interested in serving on an Ad hoc committee to review this topic.

X. Resident Manager's Report (Scott Richards)

The pool will be open soon. Several tiles need to be replaced and Todd will handle that work. Scott and Doug will investigate adding water supply shut off valves for each stack of condos, so that water for the entire building will not need to be shut off for work being done in one condo.

XI. Personal Committee Diane to meet with Scott in June.

XII. Old Business

~Now that the Balcony Stabilization Project is nearly completed, it is time to move to future planning initiatives, including: 1.) Beach stabilization, 2.) Cable vs. Fiber Optics, 3.) Electric car charging station. This will be a good time to get non board members involved on various subcommittees. We will request volunteers at the Annual Meeting.

~E Bike Policy – 2 owners who have and use their ebikes have been notified that bikes are to be stored and charged in the bike shed.

~Boat Storage – boats could remain in the racks during the winter, 2 boats per unit, except for the 1 owner who has 3 boats and is grandfathered until 2028

~La Croft Calendar – Steve would like to create a calendar that can be posted on the website for owners to be able to see what is scheduled.

~Otis Elevator Company sent a statement with a negative balance of \$2,374.00. Carl has requested that they send us a refund check for the balance owed to La Croft.

XIII. New Business

North Elevator carpets are soiled and may need to be replaced. Carpet will be cleaned soon, which may take care of the issue. Discussion regarding need for communication with contractors about: using the elevator pads to protect the walls and cleaning up each day after their work. Scott received an email about an issue with a dog – Steve to follow up with dog issues. Carl addressed the need for compliance with the Federal Corporate Transparency Act after receiving the advisory note from Makower Abbate Law Firm. This requires publishing forms with Board Members information. There will be a June 5 webinar regarding compliance with this new legislation.

XIV. Executive Session

No Executive Session needed.

XV. Adjournment

Thanks to owner Steve Trecha for joining today's meeting. All business of the meeting having been addressed, the meeting was adjourned at 9:53 a.m.

Respectfully Submitted,

Anita Laurila, Acting Secretary