

## MINUTES

La Croft Condominium Association  
Board of Directors Meeting  
November 15, 2022  
9:00 a.m.  
Via Zoom

**Present:** Steve Waterbury, President; Doug Walker, Vice-President; Sue Conway, Secretary; Carl Weiss, Treasurer; Diane Herder and Paula Silver

**Resident Manager:** Scott Richards

**Guests:** Becky Briscoe, John Ringwelski (Unit 201)

### MINUTES OF PRIOR MEETING

A **MOTION** by Carl, seconded by Diane to adopt the minutes of the October 11, 2022, meeting was unanimously approved.

### LANDSCAPE AND ARCHITECTURE COMMITTEE REPORT

Plumbing Stacks. Doug reported that the plumbing stack project is on schedule, with a planned break in the work over Christmas to allow affected owners to use their condominiums during the holiday.

Handrails. The painting of the east side handrails is also on schedule, and work will continue as weather permits.

Severe Wind/Rain Storm. Doug reported that a severe rain/wind storm at the end of October caused water intrusion in 16 units. While it mainly affected the lakeside porches, three units suffered water inundation in the living room area. A quick response and notification of affected owners by Scott along with follow up remediation with carpet cleaning and placement of fans prevented more serious damage.

A waterproofing inspection yesterday found no obvious point of the water intrusion and the Committee was advised that horizontal rain such as experienced in this case can cause water intrusion that is unpredictable and often unprecedented despite resealing of the building exterior within the last 5 years and an expected 10-year remaining roof life.

L&A is preparing a communication to remind owners of both owner and Association responsibilities and how insurance coverage responds when interior damage to a unit occurs.

### Building Stabilization Update.

The soil borings project has been completed with the borings going down 60 feet -- 30 feet below the water table. Results initially indicate good compactible soil as expected. The report will be completed in approximately three weeks.

## **FINANCE COMMITTEE**

Reserve Study. The Committee has carefully reviewed the Reserve Study prepared by Michigan Reserve Associates and has responded with some corrections to the numbers and assumptions. The study is now being finalized and will be presented to the Board for action in early 2023.

## **PERSONNEL COMMITTEE REPORT**

The Resident Manager's annual contract review will be discussed at an executive session of the Board shortly following this meeting. Meanwhile, Diane has spoken with Wes Fogle who manages other condominiums in Charlevoix and the Committee will continue to gather information about options to supplement Scott's work on a systematic basis.

## **TECHNOLOGY COMMITTEE**

Paula moved that the Board adopt the October 10 draft of Decision-Making Guiding Principles prepared by Steve Trecha, edited by other Committee members and previously presented to the Board for review. The document is intended to provide a framework and process for significant decisions by the Board. The **MOTION** was seconded by Steve W. and unanimously adopted.

Paula reported that the Board's rejection of the Spectrum internet proposal will be communicated to owners in the Fall newsletter. Meanwhile the Committee will explore a fiber optic option for internet service but this will be tabled while the Board concentrates on the building stabilization and Reserve Study projects,

## **OLD AND NEW BUSINESS**

### **Fall Newsletter**

A two-page draft of the Fall news update, including an update on the Spectrum proposal, the Reserve Study and various reminders regarding winter renovations and other off-season matters has been completed for review by the Board and will be emailed to owners later this week.

## **Kayaks**

Diane reported that progress continues on identifying kayak owners and moving kayaks from our grounds to porches or other areas in preparation for the building stabilization work this winter. The stabilization project is likely to continue through the summer and other options for kayak storage on the property during the summer will be investigated.

## **ADJOURNMENT**

Regular business having concluded, the meeting was adjourned at 9:50 a.m. with a 10 a.m. meeting to take place in executive session to discuss personnel matters. The next regular meeting is scheduled for Tuesday, December 13, 2022 at 9 a.m.

Respectfully Submitted,

Sue O. Conway, Secretary

**NOTE:** At the meeting in executive session, the Board discussed the Resident Manager's contract. Also, on a **MOTION** by Paula seconded by Doug, the Board unanimously accepted the resignation from the Board tendered earlier by Steve Trecha.

