

## MINUTES

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

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

**Absent:** None (new Board member Anita Laurila to join next meeting)

**Resident Manager:** Scott Richards

### MINUTES OF PRIOR MEETINGS

A **MOTION** by Diane, seconded by Doug, to adopt the minutes of both the March 14 and March 23 meetings was unanimously approved.

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

**Elevators.** Since the last Board meeting, La Croft has entered into a maintenance agreement with Great Lake Elevators that includes the abatement of violations found in a recent State inspection. Doug said that quick action was necessary to avoid a shutdown of the elevator by the State because of a leak in the hydraulic tank and other issues to which Otis had been unresponsive. Doug advised that the current maintenance agreement with Otis needs to be terminated and other issues with Otis resolved. He said that Otis warranties on the elevator system survive the termination.

**Foundation Stabilization.** A general contractor bid from Spence has not yet been received. Spence is awaiting receipt of bids on a crane to lift the grouting equipment and subcontractor bids for excavation work. The Spence bid will separately address the south tower and the north-south tower combination.

Meanwhile, Doug met with Dr. Matkovic (unit 100) to discuss timing of the repairs to his unit and responsibility for the cost (floor covering, baseboard heat replacement, sliding glass porch doors). The issue of distinguishing normal interior unit repairs (responsibility of the owner) from those impacting the La Croft building will be reviewed by the Board to determine an equitable solution.

**Plumbing Stack Project.** The plumbing project has been completed for this year. Work begins in November for the next group of units.

**Insulation of Walls.** Insulation of walls on the north end of the building (units 110, 210 and 410) will be addressed during the upcoming plumbing stack project if it is decided to proceed.

**Assistance for Scott Richards.** Doug to contact a potential candidate re: his availability and pricing. Initial work would be painting.

**Sewer and Drain Cleaning.** Charlevoix Sewer and Drain to clean out the sewer lines in May and also check underground stormwater drains as a possible cause of undermining the retaining wall.

**Miscellaneous.**

\* **The leak in the main lobby** has not been resolved. L&A will inspect the area during the pre-season walk-through of the building.

\* **Pool coping** to be installed after Labor Day. Until then as-needed repairs will be made.

\* **Very lightly used Sound equipment** (amplifier, speaker, lectern) is available for purchase from a local quilting club for \$325, well below the original price. It was agreed to purchase this for use during the annual owners meeting to address complaints about trouble hearing the proceedings.

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

Carl reported that an e-blast describing changes to dues and the new structure for collection of reserves will be sent this weekend. The letter will also notify owners of an additional assessment necessary for the porch stabilization project. It is anticipated that notice of the assessment amount will be sent in early July after final numbers become available.

Carl will contact Bob Hoffman to confirm preparation of the 2022-23 financial statements to be reviewed by the Rasmussen firm.

**RESIDENT MANAGER'S REPORT**

Scott advised that most of the spring start-up schedule was covered in the L&A report. In addition, painting is scheduled for the 4<sup>th</sup> floor, railings, and exterior wall touch up.

## **OTHER OLD AND NEW BUSINESS**

\***Newsletter.** Paula reported that the Newsletter will be sent for review and final edits by the Board after the layout is completed. She has hired someone she previously worked with to do the layout work on a free-lance basis.

\***Website.** Website updates have been provided to Jennifer at Facet Marketing; Paula expects the site to be updated today.

\***Kayaks.** It was suggested that temporary storage of kayaks during the porch stabilization construction may be available at the south end of the La Croft property. Scott and Diane will check out the area and consider possible placement of colored flags to designate the boundaries.

## **ADJOURNMENT**

At the conclusion of all business, the meeting was adjourned at approximately 9:20 a.m.

Respectfully Submitted,

Sue O. Conway, Secretary

