

Windchase Bay Condo Association
BOARD OF DIRECTORS Minutes

Tuesday, August 10, 2021 @ 5:30 PM

1. **Call to Order by Secretary Keith Harrod, at 5:35**
2. **Establish quorum of the board:**
Rose, Rick, Hunter & Keith
3. **Approval of minutes:** July 2021, Rick motion to approve, Rose 2nd, all in favor.
4. **Financials-** July 2021, Cheryl Kelley reviewed the July financials, income statement balance, Receivables & Reserve Account breakdown.
Hurricane Sally Special Assessment Balance is significantly lower currently
5. **Old Business:**
 - A. Hurricane Sally, September 16, 2020,
Window Plus, S-6 Estimate approved and deposit sent to Window Plus, the sliding glass door is ordered,
Discussion of T-12 issue of ceiling damage, Adjuster is not coming bc the claim for Hurricane Sally has been signed off,
Cheryl will contact Guy Brothers Roofing to check the source & estimate roof leak and attic repair needs.
 - B. JD Construction, estimate Don received and presented in July.
Siding work- 2 story breezeway, 2 patios, 2 storerooms to change, E building.
Rotten wood joist on balcony P-7, (cost for P-7 not specified until the area is examined).
R-4 patio wood rot to check on
Siding estimate is \$3400.00, approved in July, waiting on contractor to start work.

Patio Fences, EPM Maintenance has been performing the Patio fence repairs. Unit K-9 was started this week, 8/9/2021.

Discussion of Painting Front and Storage Room doors, doors are owners responsible for, but agreed they should all match and look good.
 - C. **Landscaping.**
South Sprinkler System,
South sprinkler system new controller & pump is installed.
Discovered issue with the well during the install, well company has been contacted.
East Bay (EB) landscaping has started in July, overall, the board and owners are very pleased with quality of work.
Discussion of Phases in process, remove the old overgrown bushes, extensive trimming is needed at corner of the K building.

6. **New Business:**

- A. Property Insurance Renewal in Sept. 3rd, Cheryl will contact Sihle Insurance, Tim Donovan agent to set up a meeting asap, to review the insurance renewal
- B. Violation report reviewed recent letters sent, 3 letters sent recently.
- C. ARC Request, none currently.
- D. 2022 Budget planning, Keith stated that it has been 5 years since the dues have been increased. Plan to have a budget meeting before next board meeting, September 14th.
 - Increases in expenses, Insurance, Maintenance, Building Repairs are the reasons dues will need to be increased in 2022. Documents allow for 15% Budget increase, without an owner's vote.
 - October 12th Budget Meeting
 - Annual Meeting November, changed to November 16th
 - 60-day 1st notice of Annual meeting to be sent in September.

7. **ADJOURNMENT @ 6:22 p.m.**