**St. Clair Terraces Condominium Meeting Minutes - July 17, 2018**

**City of Grosse Pointe Municipal Building**

Call to Order: 7:04pm

Attendance: Pat McClary, Betty Felix, Kitty Swickard, Judy Burton (not present), Rosie Gerlach, Tom Sabella, Dale Cox, Tim Tomlinson

Review and Approval of Previous Minutes-

Pat McClary moved to accept the minutes, Betty Felix second, approved 4-0

Review and Approval of Financials -June 2018

Pat McClary moved to accept financials, Betty Felix second, approved 4-0

Basin Cover repair and Clean-out Update-

Tom Sabella said contractor will add second basin in driveway to be fixed in the quote.

Gutters - Tom Sabella is still working on quotes from contractors that qualify for gutters

Butrell Roofing is the favored choice for roof repair and will assist with the flat roofs when we start working on the walls and brickwork; will hold and honor warranty on roof.

Roof is being evaluated and work orders for repairs including 500 St. Clair's request will be generated and scheduled.

Service was sent out for cleanout at 492 St. Clair

New business:

Repair sprinkler head at 492 St. Clair needs repair/replacement

DPW Project-Update working hard to stop bond for DPW building

Bylaws Update - 5 more months in the making; requesting owners fill out co-owner forms regarding residents, mortgage and related information; property management will complete information through service and will pass on cost to co-owner. This process must be completed before owners can vote on passing of by-laws.

Assessment and Monthly Condo dues- Need all co- owners assessment dues to make desperately needed capital repairs

Meeting Adjourned: 8:30pm

Next Meeting Tuesday, August 21, 2018 at 7pm

City of Grosse Pointe Municipal Building