
ST Clair Terraces - Executive Meeting - Oct 14, 2023

Call to Order: 10:02AM

Attendees

Betty Smith - Crystal Crawford - Bryan Lane - Shaun Simon - Jay Riley

Priority Item

1) 492 St Clair Roof and Chimney Repair

- a) Bruttell completed the roof repair - Chimney repair is pending until it is determined if the roof leak was the root cause of the problem

2) Railing Replacements

- a) Railing repairs and wood replacement on the facade of the buildings are completed - Betty Smith will follow-up on two railing replacements for 518 St Clair

3) Master Deed and ByLaws

- a) Garage roof replacement will be added to the ByLaws - Bryan Lane will work with the Attorney to draft language regarding roof replacement based on the number of garages owned by a co-owner
- b) Current ByLaw language is not consistent regarding co-owner voting rights - board unanimously voted to approve one vote per unit (not unit value percentages) - Bryan Lane will work with the Attorney to make this change consistent in the ByLaws

4) TuckPointing

- a) Top Hat estimate of \$3,000 was approved for ground level (first floor) tuckpointing and a chimney cap at 502 St Clair
- b) Work estimated to begin October 18 - Betty Smith will follow-up with Top Hat to confirm the start date
- c) Additional tuckpointing (including garages and french walls) will be completed in 2024

5) Tree Trimming and Replacement

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- a) Jay Riley obtained an estimate from Camelot for trimming, maintenance and replanting replacement trees on St Clair
 - b) Tree services will be completed in 2024

6) Basement Water Leaks

- a) 494 St Clair and 17111, 17129 Maumee -
 - i) Once pictures are received and root cause is determined - estimates will be obtained from Kleiner Construction
- b) Pictures received for 488 St Clair - Betty Smith will obtain estimate to move downspout away from the building (downspout is currently running along the basement wall)
- c) New window well cover Modification Form approved for 520 St Clair - installation estimate was approved (up to \$100) and Betty Smith will follow-up with the installer

New & Pending Miscellaneous Discussion Items

- Board unanimously voted to remove the Replacement Reserve line on the Statement of Cash Flow - Bryan Lane will follow-up with SEM
- Bryan Lane shut off the sprinkler system - LBI will bleed the sprinkler system for the upcoming winter
- Citizens Bank no longer sends check images - Jay Riley will work with SEM to obtain more details and specific information regarding our account payables
- Back drive drains are cleaned every two years - next cleaning will be spring 2024
- Three estimates were received to repair a roof leak for garages 33 & 34 - Betty will obtain coring estimates from Bruttell and Paramount - Coring is not yet approved - Repairs are pending until pictures are received and the root cause is further investigated
 - M Power - \$24,800 roof replacement & \$29,450 if coring finds multiple roof layers
 - Bruttell - \$26,984 roof replacement
 - Paramount - \$31,400 roof replacement

Reminder to Co-Owners

- For the protection and investment of our homes - please provide boiler/furnace and water heater inspections from your HVAC company - send to Betty Smith (518 St Clair)

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- Co-Owner issues/problems should be emailed to **all** board members along with pictures

Meeting Adjourned: 11:29AM