Minutes Oct. 26, 2021

St. Clair Terraces Condominium Association

By Zoom

Call to order by Betty Smith at 7:08 p.m.

ATTENDING:

For the board, Betty Smith, Bryan Lane, Kitty Swickard. Excused: Joe Ervin, Crystal Crawford

Co-owners: Cheri and Jim Carleton, Pat McClary, Janet Zurek,

Tom Sabella, Southeastern Management Company president

CALL TO ORDER: 7:08 pm.

MINUTES of July 27. *Motion to approve by Lane, 2nd by Swickard, approved 2-0 yes by Lane and Swickard.*

FINANCIAL REPORTS

August-September-October reports. *Motion to accept by Swickard, 2nd by Lane, approved 2-0 yes by Lane and Swickard.*

**Tom Sabella,** budget process update. Expects to wrap it up in 30 days. Mentioned back porches and steps at 504 are sagging and said he would send a letter to owners about that.

**Bryan Lane**, treasurer, comments

Betty Smith described projects the last 3 months.

* Drain holes in all 4 French walls
* Soil grading in progress throughout, some finished, some need revision.
* Rebuilt 2 chimneys, 17107, 17121
* Rebuilt 2 porches, 17129, 494
* Tuckpointing throughout with plans for annual tuckpointing
* Roof repair, repair around windows: 490, 17111, 17129, 482, 478, 17107 (garage) 520. All in the pipeline, some finished.
* Basement walls repairs: 472, 484, 486, 500, 502 in the pipeline. Continuing as co-owners report leaks as they occur.
* Repaired back walls of 504 and 506
* Evaluation of water meter pits and how to care for them at 17107, 498, 520.
* Killed grubs, reseeded large back courtyard
* Continuing maintenance, weekly lawn service, 3 weedings, 2 trimmings of bushes and Maumee hedge.
* Finalized snow removal contract with Pointes Landscaping.

DEFERRED UNTIL SUMMER 2022. Enforcement of requests by the board for co-owners to make outdoor upgrades and maintenance of co-owner responsibility items, such as replacing porch lights, painting back doors the required color.

Reminders:

* Watch for basement and roof leaks, trouble-shoot overspill on gutters, detached downspout extensions, missing splashblocks, improperly sloped grading, and please report them. Photos, measurements and written descriptions will help turn these items into contracts for repairs.
* The snow contract provides for removal at 2” of snowfall, so you may want to have a shovel for less than that on your porch.

Co-owners: Janet Zurek ask about the landscape trimming at the back of 508. Cheri Carleton suggested the trees in front of 482 and 484 are flagging and need treatment. She suggested replacement.

Adjourned: 7:56 p.m.

NEXT MEETING

Tentatively January 25