

Cross Keys Condominium No. 1

Minutes of Board Meeting – May 27, 2020

The meeting was called to order by the President, Marianna Carlucci.

The meeting was conducted via Zoom. Present were Marianna Carlucci, Sarah Taylor, Gail Mandell, Sharon Nathanson, Diana Schulin and Rosalie Parker. Absent was Maria Ymayo. Bill Levy resigned his position on the board and was not present.

The minutes of April 27, 2020 were unanimously approved.

Marianna agreed to speak with Johnny Braun regarding his interest in serving on the board. The board wanted to be sure that there were no conflicts of interest.

Dale Snoddy will inspect the five roofs that were recently replaced. The rest will be inspected by Mr. Snoddy with the exception of those that were inspected by Ruff and Wagner. Mr. Snoddy will inspect the exterior and then make a decision regarding the need to perform an internal inspection. Rosalie will work with Mr. Snoddy on a draft contract.

Rosalie gave the Management Report.

Diana and Rosalie will do a second walk through on April 28 to inspect the trees.

Gutter cleaning was finished today, April 27.

Window washing will be scheduled for mid-June.

There was a discussion regarding striping the parking lot and the need to have space for parking since the job will take two days. Rosalie will call Valerie to discuss available parking.

Sarah Taylor agreed to attend the CKMC meeting on June 15.

Rosalie is working on a date for dryer vent cleaning. This is an owner responsibility.

Wall at Palmer Green – the board approved the expenditure of \$2,000 for engineering services. Once the drawings are in, we will see if there is a change in the cost from the original estimate. We also need an estimate for the start time of the project. The cost for tree removal as a result of installation will be an additional cost.

Rosalie will arrange to have the abandoned car on Bouton Green towed.

There was a discussion regarding those homeowners who are in arrears regarding the payment of the special assessment. There was a unanimous vote to refer those delinquent accounts to Sara Arthur.

Twelve homeowners haven't paid in full. The letter would advise those homeowners who have not previously arranged for a payment plan regarding further action up to and including a lien on their property.

Rosalie and Diana are obtaining an estimate for tree and bush replacement in various empty areas in front of units.

The meeting was adjourned.

The next meeting will be on Monday, June 8, 2020 at 6:30 p.m. via Zoom due to the pandemic. This is a community meeting. Rosalie will provide the Zoom invitation to residents.