

**CENTRE POINTE CONDOMINIUM ASSOCIATION  
BOARD MEETING MINUTES**

**DATE:** Monday, April 15, 2024  
**PLACE:** INTEGRA Management – Conference Room  
**TIME:** 10:00 AM

**CALL TO ORDER**

Debbie Haddad, President, called the meeting to order at 10:02 am.

INTEGRA was requested to prepare the Minutes of the meeting.

**PRESENT**

Debbie Haddad – President	Eric Prentice - Vice President
Ron Kowalski - Treasurer	Richard Luff – Secretary
Martha Oleen – Director/landscape liaison	
Tess Allison - Integra	
Cindyrae Mehler - Integra	

**AGENDA** Martha Oleen motioned to approve the agenda; 2<sup>nd</sup> by Ron Kowalski; and, passed.

**PAST MEETING MINUTES**

Ron Kowalski motioned to approve the Board Budget Meeting Minutes from 01-10-24; 2<sup>nd</sup> by Martha Oleen; and, passed.

Martha Oleen motioned to approve the Board Organizational Meeting Minutes 02-07-24; 2<sup>nd</sup> by Ron Kowalski; and, passed.

**INTEGRA REPORT/FINANCIALS**

Tess Allison gave the financial report through 03-31-24 noting that as of that date there was \$256,316.76 in the operating account and \$475,457.98 in Reserves for a total bank of \$731,774.74 [which amount is reflecting pre-paid funds from Farmers Insurance on the January FSS claim – as all vendors have not submitted their final invoices yet for remediation repairs of the 4-impacted units]. Primary focus has been to fully remediate impacted areas/units in the B building from the FSS break originating in Unit B-403. Additionally, since the date of the last meeting, the gutters have been cleaned on all buildings, limbing of trees overhanging the buildings, exterior vents on upper levels corrected as needed and D building roof repair completed while lift was onsite. Annual FSS inspection of all units has been completed by Security Solutions, Inspection completed by Curtis C Home Inspection of failed window Unit A-208, and new window installed by Todhunter Glass. Reinstall block wall to correct water intrusion issue at Unit A-107. Lighting issues addressed in exterior lights, C building main entry, garage lighting, D building garbage enclosure room, and clubhouse.

## OLD ITEMS

1. **A-Building Furnace:** Following review and discussion of three (3) Bids received, Motion was made by Ron Kowalski to approve the Bid Proposal from Andgar Mechanical, LLC in the amount of \$15,985.00 plus tax, permit, and carpentry work required for removal of old furnace and installation of new furnace; 2<sup>nd</sup> by Martha Oleen; and, passed.  
INTEGRA was requested to reach out to Andgar Mechanical LLC to move forward with acceptance of their proposal and scheduling.
2. **Discussion/determination on mulching front main entrance areas to the buildings, clubhouse, and to complete the addition of two (2) small river rocked areas to reduce mud runoff onto sidewalks:** Following discussion, INTEGRA was requested to schedule a time with the landscaper, Green Landscape Maintenance, to walk the property for review of areas for mulch and river rock and request a Bid Proposal for this work.
3. **Status of repairs to B Building from January FSS break:** All repairs have been completed to the 4 units impacted. This past week Farmers Insurance approved the final flooring materials for 3 units. As soon as these materials come in stock, these remaining 3 units will be fully completed and ready for occupancy.

## NEW ITEMS

4. **Outside Parking and Compliance Verbiage on Car Registration Forms:** Board requests management to place additional verbiage on the Owner Information Form and the Tenant Information Form as is noted on the Vehicle Information Form to include:

*If you have one (1) assigned Parking Space for your unit – you may ONLY have one (1) vehicle parked onsite and in your assigned Parking Space. You may not park in the outside VISITOR PARKING. The outside parking is reserved for VISITORS only and not for owners or tenants extra vehicles. [See Rule 6.13 in the Rules & Regulations].*

5. **Inspection Report for A Building decks:** Curtis C Home Inspection Service, LLC did a visual inspection of the exterior decks on the A-Building on 03-04-24. No structural deficiencies were noted in the decks. The interior wall terminations and the overall condition of the laminated membrane deck surfaces were in good condition, with the exception of the drip edges reflecting age at 21-years. Recommend to budget general maintenance of the membrane surface & repairs as needed to the outer edges of the deck membrane. The Board authorized management to contact Foundation Restoration to view the garage for some areas of reported water intrusion [specifically by storage units 77 to 94] for their professional opinion, options, and proposal to reduce water intrusion into the basement areas.
6. **Review of 2024 scheduled Capital Projects:**  
Following discussion – Integra was requested to move forward with the following at this time-  
  
Clubhouse & Exercise Room Interior Paint - schedule to be completed w/M&M  
  
Clubhouse furniture - following painting & carpeting/ move forward with furniture upgrade

Garage Striping [cleaning] - Integra to seek Bids for review by Board

Clubhouse & Exercise Room - Schedule Great Floors to meet with Board w/samples for review [special interest in continuing with carpet tiles product].

Seal coat/repair asphalt/re-stripe upper parking lot - Integra to seek Bids for review by Board

Exterior lighting replacement Phase 1 of 2 - Integra to contact Platt Electric for them to meet onsite and review the exterior lighting, provide recommendations for replacement of the 16 lamp posts, and a Bid Proposal. Board and Management are looking at various options for replacement.

Exercise Equipment Replacement - Placed on HOLD for further discussion at the next Board Meeting.

Building A gutter guard installation - Placed on HOLD until 2026. There are no issues reported with the A-Bldg gutters.

**DATE OF NEXT BOARD MEETING:** Thursday, August 8, 2024 at 10:00 am at the Integra conference room.

**REMINDER TO SAVE THE DATE:** Annual General Meeting Wednesday, February 5, 2025 at 5:30 pm.

At 11:38 am the Board moved to Executive Session for discussion of delinquency report/legal issues.

The Board reconvened to the regular meeting at 11:45 am – with no action taken during executive session.

There being no further items for discussion the Board Meeting was adjourned at 11:50 am.

Minutes respectfully submitted,

***Cindyrae Mehler***

INTEGRA Management