

**Townhomes of Eastbrooke Condominium
Board of Managers Meeting
April 6, 2021 6:30 pm – Eastbrooke Clubhouse**

BOARD MEMBER Attendees:

Phase I: George Abraham, Leonard Marks, Joann Arcarese
Phase II: Wendy Fraction, Kathleen O'Brien, Rebecca Zeiner (absent)
Phase III: Ava Fair, Danielle Wells, Karl Heath

KENRICK CORPORATION Attendees: Hans Rozestraten, Jeff Gillette, Laurie Krenzer

Homeowners in attendance:

Wheten (404); Sutton (595); Braverman (589); Cuminale (672); Radtke (686)

1) Call to Order:

a) Monthly BOM Meeting was called to order at 6:30 pm by President Karl Heath

2) Open Forum:

- a) Unit 589 & 595 – Owners addressed BOM regarding letters received about variances, door replacements & fines levied.
- b) Unit 672 – Addressed BOM regarding vehicle exhaust fumes rising into condo.
- c) Unit 686 – Would like to reserve Clubhouse for Sunday event.

3) President Report:

No individual BOM member has the authority to rescind or reduce fines levied on owner's accounts. This would be a Board decision. Fining of owner is permitted by the Declaration, By-Laws, Rules & Regulations as a response to those who do not adhere to the Eastbrooke policies.

4) Review of the March 2, 2021 Meeting Minutes:

a) George Abraham made a motion to approve March 2, 2021 meeting minutes. Seconded by Wendy Fraction. Approved, unanimous.

5) Review of February 2021 Financial Statements for Townhomes of Eastbrooke Condominium and Brighton Eastbrooke:

- a) A motion was made by Kathy O'Brien to approve the Eastbrooke February 2021 financials. Joanne Arcarese seconded. Approved, unanimous.
- b) A motion was made by Kathy O'Brien to approve the Brighton Eastbrooke February 2021 financials. Joanne Arcarese seconded. Approved, unanimous.

Committee Reports / Updates:

- a) **Landscape:** Joann Arcarese - Will be planting 1 tree before June 30, 2021.
- b) **Maintenance:** Karl Heath - No updates
- c) **Rules:** Wendy Fraction – No Updates

Kenrick Reports:

- a) **Property Manager Report:** Hans Rozestraten (see attached)
- b) **Superintendent Report:** Jeff Gillette (see attached)
 - i) Lamp heads in Clubhouse & Pool area need replacing soon, they are brittle. Will begin research.
 - ii) Mulch – Will focus on Phase 3 this year. BOM would like all phases mulched every other year. Ability to complete this is based on how many seasonal staff are available/hired.

6) Unfinished Business

- a) Full time admin – very few resumes received. Elevated unemployment benefits deterring people from applying for work
- b) January 21, 2021 Accident at Maintenance Building update – Hans
 - i) Received funds to replace totaled maintenance truck. Erie Insurance to subrogate against driver's insurance company
- c) Ground water elimination – project underway
- d) Snow removal damage – still waiting on top soil from contractor

7) New Business:

- a) Patio Renovation Guidelines – new guidelines under review by BOM
- b) Feeding Wildlife – Update R & R, no feeding of any wildlife on property
- c) Wall Heater Inspection – licensed electrician inspection required; proof submitted for HO file. Update R & R
- d) 2021-2022 Budget – BOM to review, final approval due at 5/4/21 BOM mtg.
- e) Brighton Eastbrooke Clubhouse – OK to open for rental. Adjust contract to incorporate COVID-19 Safety Plan. Publish updated contract on website.

Adjournment to Executive Session: Certain items were reserved for executive session.

Kathleen O'Brien made a motion to adjourn meeting at 8:50 pm. George Abraham seconded. Approved, unanimous.

Respectfully submitted by,

Laurie Krenzer

Laurie Krenzer
Recording Secretary
Townhomes of Eastbrooke Condominium

Reminder: Next meeting is May 4, 2021 @ 6:30 pm, Clubhouse.