

**Townhomes of Eastbrooke Condominium  
Board of Managers Meeting  
January 4, 2022 6:30 pm – Zoom**

**BOARD MEMBER Attendees:**

Phase I: Joann Arcarese, Leonard Marks, Mark Wheten  
Phase II: Wendy Fraction, Kathleen O'Brien, Jennifer Mabila  
Phase III: Ava Fair, Justin Krog, (open seat)

**KENRICK CORPORATION Attendees:** Jeff Gillette, Laurie Krenzer

**Owners in attendance:** none

**Call to Order:**

Monthly BOM Meeting was called to order at 6:32 pm by President Wendy Fraction.

**Open Forum:**

No HO in attendance

**Review of the December 7, 2021 Meeting Minutes:**

- Add to Open Forum that 589 HO questioned letter he received about non-compliance with door replacement & fines.
- Joann Arcarese made a motion to approve December 2021 meeting minutes with the above addition. Kathy O'Brien 2<sup>nd</sup>. Motion approved, unanimous.

**Review of November 2021 Financial Statements for Townhomes of Eastbrooke Condominium and Brighton Eastbrooke: Jennifer Mabila/Kathy O'Brien**

- Both Jennifer Mabila & Kathy O'Brien have questions about financial, not about \$\$\$, more about category/name clarification that Chris Noble @ Kenrick needs to answer, email has been sent to him. Chris is out of the office this week.
- Jennifer Mabila made a motion to approve the financial pending the answers to questions, Kathy O'Brien 2<sup>nd</sup>. Motion approved, unanimous.

**Committee Reports / Updates:**

**Landscape:** No Report - Joann Arcarese

**Maintenance:** No Report - Hans Rozestraten out of town

**Rules:** No Report - Wendy Fraction

**Welcome:** No Report - Joann Arcarese

**Kenrick Reports:**

**Property Manager Report:** Hans Rozestraten (via Laurie Krenzer)

- 820 EB – Phillips Lytle attorney able to get referee to sign off on title to property. Legal Documents to be sent to Kenrick for Wendy to sign to give EB ownership.
- See Attachment

**Superintendent Report:** Jeff Gillette

- Water shut off still coming in slowly.
- Thank you to the BOM for providing the staff w/a pizza lunch before the Christmas holiday & their gifts! It was truly appreciated.
- Had to salt property over the New Year's weekend.
- See attachment

**Unfinished Business**

- Motion detector lights – Jeff Gillette has found a motion activated LED light bulb that could work in existing fixture for about \$8 each. Has a 20' range & stays on for 10 minutes. Suggestion that 4 BOM members install the bulb at their unit to see how it works. Jeff to arrange.
- Clubhouse Renovations - Hans waiting for information from Brian Otto.

**New Business:**

- Discussion regarding Kenrick staff composing letters to HO. Research Operating Documents for duties of Management Company hired by BOM & directive given by BOM to Kenrick.

Adjournment into Executive Session: 7:07 pm  
Certain items were reserved for executive session.

Kathy O'Brien made a motion to adjourn meeting at 7:30 pm. Joann Arcarese 2nd. Approved, unanimous.

Respectfully submitted by,

*Laurie Krenzer*

Laurie Krenzer, Recording Secretary  
Townhomes of Eastbrooke Condominium