



## SLCA Board Meeting Minutes

Monday August 17, 2020 5:30 PM

Teleconference (Covid 19 precautions)

### Attendance: (All on phone)

Board: Walt Wyland, Todd Vreeland, Nancy Rosenthal, Bob Chorney, Joan Holcombe,

Evergreen Management: Steve Perry

**July Minutes:** motion to approve minutes as amended: passed.

### Open Forum: Owner comments / concerns:

**# 25-2 Todd Vreeland patio:** Waiting for Todd's proposal.

**#33-2 Andre Bakker:** Verbal Communication Andre Bakker to Bob Chorney ~ August 1 2020. Board awaits proposed changes.

**ACTION:** Board will reach out for updates if not received by end of week; regarding on mini-split.

**2020 SLCA Owner Meeting:** discussion regarding plan and agenda.

1. Meeting rules in bylaws require mailing with response. Board determined response in writing not necessary.
2. Notice of meeting will go out in mail, followed by email.
3. Delay meeting from August due to Covid-19 concerns and uncertainty.

Motion: (Joan/Bob) To postpone August meeting to Sept. 26 at 9am, with Zoom meeting protocol.  
Steve (Evergreen) will set it up.  
Participants can be by computer or phone.  
Votes by roll call or hands up for Video participants (Board member, proposals, other)

Vote: unanimous

3. Follow up gathering picnic at beach with ice cream. Joan will work on invitation.

**ACTION:** Meeting Agenda and Announcement needs to go out with the meeting announcement at least 21 days in advance per Article II Rule 6, to be done by Evergreen. Mail and email.

**ACTION:** Joan will send invitation for picnic gathering at beach at noon, with ice cream by board.

**CONDO MANAGER: Steve Perry** is once again our Property Manager and main contact at Evergreen. Hunter Paye has taken a leave from Evergreen, they plan on hiring a replacement for Hunter.

**Evergreen** (Steve Perry) has been informed that both TOWNSQ and the Shaker Landing (Dimentech) websites are badly behind and need prompt attention and updates:

Missing all 2020 Meeting Agendas, Meeting Minutes, and Financial Reports for Feb/ March/ April/ May/June.)

ACTION: Steve Perry will follow up with inconsistent Bookkeeping/ Finances on payments and Website delays of posting documents immediately. He will report back to Chorney for confirmation.

ACTION: Board will do trial pre-payment with Evergreen to inform owners of process.

**6. Notice of Meeting. It shall be the duty of the Secretary to mail, by United States mail, return receipt requested, a notice of each annual meeting or special meeting of the Owners, at least twenty-one (21) days in advance of such meeting, stating the purpose thereof as well as the time and place where it is to be held, to each Owner of record, at the address of their respective Units or at such other address as each Owner may have designated by notice in writing to the Secretary.**

**Nancy Rosenthal's board term expires in August (vote at annual meeting, September.**

Nancy has confirmed her willingness to continue, which is greatly appreciated. Vote at Annual Meeting required.

**Finances / Treasurer's/ Evergreen SLCA financial reports:**

1. Invoices coming in: Teddy's Lawn Care;
2. \$68,000 of roof bills. Interior trim, rot repair,
3. Additional bills coming for legal fees
4. Need to get over \$100,000 in Reserve funds. We must spend carefully as we are over-budget.

**PROJECTS:**

**INSULATING / ROOFING / NEW SKYLIGHTS: 5-year plan 2020-2024  
2 roofs per year / Assessment \$3500 per year x 5 years, 50%**

**Special Assessment Fees 50 % Due March 1, 50% due Aug 1.**

**1. # 37:** Roof work DONE- Roofing complete ~July 8. Skylight interior trim / water damage repairs > DONE(Dan Poljacik and Cody Kendall).

**2. #47:** Materials delivered June 10, demolition work starting June 12.  
Foam Insulation Weds June 17. Substantially complete July 10. Vaulted Ceiling drywall damage, spray foam got in through that and damaged carpet / interior trim: Carpet replaced (HP Roofing).

**Skylights need final repairs and fixes from** roofing, venting, flashing, crickets; #47-3 -Ceiling damage will be repaired by our carpenter, billed to HP Roofing. \_ Dan Poljacik and Cody Kendall will get to it as soon as they can, in about 2 -3 weeks.

**3. #33-3 Sunroom Roof / Skylight Leaks:** New Roof, New Skylight, and foam insulation installed. (interior skylight trim in progress, Dan and Cody.) DONE

#### 4. FINISHED ROOF INSPECTION #37, #47, and #33 Sunroom by Roger Louisele:

Took place on 7-20-2020, Report emailed to Bob Chorney 7-26-2020. Corrections made by HP Roofing, re-inspection (HP + Bob Chorney) took place Aug 7. Further flashing / siding corrections @ #37 Sunroom, other small items were **taken care of by Aug 11.**

**Retainage: (10%) and Extras invoices approved Bob Chorney and Walt Wyland Aug.14, 2020.**

#### PENDING:

##### 1. #29-2 Roof / Skylight Leak, Ceiling damage: (original request May 10, 2018) TARPED

June 10, 2020, Bob Chorney and Cheryl Brush (realtor) checked the unit to assess the problems.

-Repair Drywall Cracks by the fireplace.

-Install (2) new Kitchen Skylights.

-Delete and roof over a damaged skylight (north facing roof) which has an active leak dripping on the floor during rain.

Brown streak from skylight all the way down the ceiling, cracked drywall around skylight.

Unit may go on the market, currently occupied by tenants, owner wants to get things addressed.

1. August 3, 2020: Unit has been tarped to prevent further problems.

2. Bob Chorney > try to obtain quotes for the work, schedule the work this summer if possible.

3. Board strongly prefers to do the entire roof of entire building, not just skylight work on one unit.

**2. #29-1 Roof / Skylight Leak, Ceiling damage:** Interior inspection: signs of past leaks, streaks on ceiling, active drips from above Kitchen Skylights causing drywall damage and water getting into the track light. **Evergreen: June 30, 2020:** crew got on the roof at #29 and spent about an hour removing leaves etc. which collects above skylights and in gutters. Should be done twice per year.

August 3, 2020: Unit has been tarped to prevent further problems.

**3. # 27-1 Roof Leak,** ceiling damage in a few areas. Evergreen has inspected inside the unit June 19, 2020 and provided photos. Dark brown streak on the door /window unit facing the driveway. Approx. areas of water damage to drywall (corners of skylights, but 2 areas of staining might be approx. 12" to 24" diameter areas.)

\*Owner sent the HP crew away when they arrived to tarp the unit before a tropical storm 8/3. Attorney letter was received on behalf of Sheri Noyes;

8. Residents are required to grant access to their units for routine maintenance, or provide written proof of such maintenance performed by qualified contractors.

9. Residents are required to grant access to their units by the managing agent, or its representatives, in the event of an emergency requiring access to their units.

A couple of photos from June 19, 2020 inspection by Evergreen taken: There are a few additional areas, Roof patching was done in 2019. Put on list for roofing. Tarping was attempted until we can roof both sides but refused by owner.

**ACTION: Board agrees that we need attorney response to owner letter, regarding roof work- approved.**

#### 4. #15-1 Mastro Lane Roof / Skylight Leak:

The new owner reported water on the floor from leaks @ 2 lower kitchen skylights. Unit has been tarped to prevent further problems. Put on list for replacement.

**ACTION:**

1. Board has written letter asking owners to voluntarily prepaying Special Assessments to fund “more than 2 buildings per year” based on contractor availability.  
HP cannot do another building for us in 2020.
2. Board plans to contact other contractors. There is no assurance we can find a suitable contractor who has both the qualification and the time for this work, at a cost in line with our budget, in 2020.
3. The buildings will be roofed “worst first”, as determined by the Board, along with input from roofing and professionals and consultation with our Condo Manager.

*Foam insulating the vaulted ceilings, new skylights, new roof and flashing, strip off remaining stucco @ duplex chimneys and install metal siding.  
Wood siding and trim repairs along walls and eaves. Skylight interior trim, repair and repaint anywhere there was interior water damage.*

4. Most economical, efficient, and practical to do entire buildings, not one unit at a time. The project is a deep retrofit, not a straightforward re-shingling job.

**5. PAINTING**

**33:** Roof repairs being completed Aug 12, touch up painting needed especially where #33-3 chimney was removed. DONE

**6. Additional Deck / Stairs Painting:**

Combination of some volunteer work and some contractor (painter) work.  
#47 initial stain coat “bad color match”.

Staircase by #47 needs another pressure washing and painting.

**ACTION:** Volunteers requested to clean and re-coat with #1600 Timber Wolf (Volunteers) when there is some good weekend weather. September Work Day.

7. **#15-1** Radon System is installed, and DeVoid’s has been contacted to paint the stack.

8. **#37, Lower edges of the siding is rotten** and needs work.

**ACTION:** Dan Poljacik to install Azek composite horizontal skirt board during August 2020.

**9. 2020 Docks/ Beach**

**Kayak / BOATS on Racks: ~ 38 spaces.**

Moved unused / abandoned boats to dumpster. David Hornig may own remaining boat. Email will go out. Boats should be registered each year all boats with Manager.

**ACTION:** Inform owners at Annual Meeting that we will follow the rules to register all boats each Spring with Manager. In April, Evergreen will send all members a BOAT REGISTRATION FORM.

**ACTION:** Jet skis must put boat on boat slip and pay regular fee.

**10. Signs:** have been installed by the beach and picnic tables, to remind owners and guests about COVID, and that use of these amenities is at their own risk.

**11. SLCA Pump Station:** Rodent damage to generator wiring repaired when it was serviced. They recommend further screening be installed on the generator. Bob Chorney will work on screening.

**12. Triplex Utility Rooms:** Shingles left over- un-matching ones give to COVER. Most of the thresholds and door frames to these utility rooms show rot and need repairs. Thresholds and door frames are low priority but we will keep it on the list until they are addressed.

**ACTION:** Building owners need to clean out as needed.

**Mail Kiosk:** Mail Kiosk should be re-shingled, needs some carpentry maintenance. Bradford Lane shares this kiosk with Shaker Landing, and may be a source of shared funding. Also interested in improving the walking surface to make it look better. Discuss what we can do for about \$1000, (no hurry on this but would be nice enhancement.)

**ACTION:** Get to it when we can...

Adjournment 7:42 pm

Respectfully Submitted, Joan Holcombe, Secretary