

**ELW CLUSTER HOMES IMPROVEMENT ASSOCIATION
UNIT FOUR, INC.
BOARD OF DIRECTORS MEETING
December 11, 2023**

A Meeting of the Board of Directors of East Lake Woodlands Cluster Homes Unit Four Association, Inc. was held via Microsoft Teams on December 11, 2023 at 6:30pm.

- **Call to Order** – The meeting was called to order at **6:30pm** by Cathy McCarthy.
- **Calling of the Roll** – Directors present were Jill Bartholmey, Andrea Cooley, Frank Clarke, Cathy McCarthy, and Steve Rogers. Also present was Peggy Semsey, Property Manager, and two residents.
- **Reading and Disposal of Unapproved Minutes** – **MOVED(Bartholmey/McCarthy)** to approve the minutes of November 13 as submitted. Approved unanimously.
- **Treasurer’s Report** – **Bartholmey**: No report as the financials have not been released by M&A.
- **President’s Report** – **McCarthy**:
 - The Annual Meeting will be January 13th, 2024 at 10:00am at the offices of Management & Associates
 - Our insurance bill will be a little smaller than we anticipated so the special assessment will likewise be lighter.
 - Assessment payments will be handled by M&A. Peggy will send out notices.
 - Sod is being replaced in many places. Please water any new sod regularly to insure it takes root properly. Irrigation 2x per week is insufficient, so your neighbors are relying on you to do what's needed.
- **Manager’s Report** – **Semsey**:
 - Attached. Also see the 'Reports' tab on the website.

- **Unfinished Business** – (and motions during reports, if any) – None.
- **New Business** –
 - 1) ARC Applications – **MOVED(McCarthy/Clarke)** to ratify both the below applications. Approved unanimously.
 1. 30 Evelyn – Sliding glass doors
 2. 45 Tads Tr – Entry modifications
 - 2) John Duro quote #1519 – Window sill Replace.
MOVED(McCarthy/Clarke) to ratify the work. Approved unanimously.
 - 3) Insurance Renewal for 2024.
MOVED(McCarthy/Cooley) to accept option#2 (adding legal coverage) at **\$178,029.80**. Approved unanimously.
 - 4) Special Assessment:
MOVED(Clarke/McCarthy) to set the special assessment at **\$600**.
Approved unanimously.
MOVED(Bartholmey/Clarke) to offer the option of 6 payments of \$100 each. Approved unanimously.
- **Questions and comments from the floor**
 - **Jessie (30 Tads)** – Just listening. Thanks for the rapid response on the 30 Tads carport.
 - **Emilio Riera (140 Evelyn)** – No problem with the assessment. Thanks to the Board for their diligence.
- **Adjournment** – There being no further business to come before the Board, the Chair adjourned the meeting at 6:52pm, thereby setting a new record for 'shortest meeting' at 22m. The next meeting will be the **ANNUAL MEETING (in person)** on **Saturday January 13th at 10:00AM in the offices of Management&Associates.**

Submitted by:



Frank Clarke, Sec'y
ELW Cluster Homes Unit Four

Accepted by:

Cathy McCarthy, President
ELW Cluster Homes Unit Four

**ELW Cluster Homes Unit Four
Manager's Report
December 11, 2023**

Administrative

There are no Liens in place currently.

New Ownership Report - There are none.

McGriff Insurance has submitted the 2024 Insurance Renewal in the amount of \$177,133.80 or \$178,029.80, to include a Legal Expenses provision that has limitations, i.e., provide coverage for a claim denied by your insurance policies. Heritage Insurance did renew the Property Insurance.

Repair and Maintenance

Dunedin Electric is in the process of assessing the manufacturers of the electrical meter boxes, which was a request made by Citizens Property Insurance, prior to making an offer on the insurance renewal. Federal Pacific Circuit Breakers and Zinsco Breakers, fuses, and aluminum wiring would need to be changed out. Residents with the same breakers inside their units should contact their electrician to address. Dunedin Electric is also confirming the need for replacements of Electric Meter Boxes at 30/40/50 Evelyn, 80/100 Evelyn, 275/285 Tads Trail, and 190/200/220 Tads Trail that need to be evaluated.

The carport belonging to units 10/20/30 Tads Trail was damaged by one of the unit owners of the carport who is taking full responsibility and taking appropriate action. Claim information has been sent to the Board for your information. Dolfan Construction was also contacted to provide a quote for resident review along with 2 others. Dolfan Construction was also requested to quote the replacement of the sidewalk along the west side of unit 45 Tads Trail.

Redtree was contacted to confirm sod installations at 215 and 230 Tads Trail and assess 115 Poole Place.

John Duro has reconstructed the windowsill at 160 Poole Place including stucco, and paint. Estimate 1519, which has been completed.

Respectfully submitted,

Peggy Semsey
Community Association Manager