



Chateau Mont Condominiums Unit Owners Association

HALL ASSOCIATES, INC MANAGING AGENT (540) 982-0011

112 Kirk Avenue SW, Roanoke, VA 24011

Chrissy Greene/V. P. of Association Management – cgreene@hallassociatesinc.com

MINUTES BOARD OF DIRECTORS MEETING

January 18, 2023
South County Library

Pending Review/Approval at Next Board Meeting

Board Members Present:	Bob Powers	President	2023
	Bob Kaplan	Vice President	2024
	Lori Baker	Secretary/Treasurer	2022
Board Members Absent:	None		
Others Present:	Chrissy Greene	V.P. of Association Management	
	Martha Apple	Unit Owner	
	Richard and Cheryl Borek	Unit Owners	
	JoLynn Draper	Unit Owner	
	Linda Garrett	Unit Owner	
	Charlene Greer	Unit Owner	
	Donna Hardee	Unit Owner	
	Heinke McDade	Unit Owner	
	Robyn Sieg	Unit Owner	
	Linda Vance	Unit Owner	

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with all Board Members in attendance at the South County Library. The meeting was called to order at 10:38 AM.

II. READING OF THE MINUTES FROM PREVIOUS MEETING

A motion was made (Powers) and seconded (Kaplan) to waive the reading of the July 20, 2022 minutes and October 6, 2022 organizational meeting minutes and accept them as written. Motion passed unanimously.

III. FINANCIAL REPORTS

The financials through December 2022 were reviewed.

Account balances as of 12/31/22 are:

Operating	\$ 70,202.78
Operating Reserve	\$ 40,785.13
Capital Reserve	<u>\$111,164.67</u>
Total Combined Assets:	\$222,152.58

President Powers reported that the association did well in terms of staying in budget, from an Operating standpoint. The special assessment to handle the building improvements is a separate issue. Vice President Kaplan reported that the association ended up coming out a little under budget, overall, at the end of the year. President Powers stated that the estimated cost of re-siding the building was approximately \$500,000, initially, A prior special assessment of \$250,000 was collected. The Board and contractor anticipate being able to complete the project with one final special assessment. The amount spent to date is just over \$333,000. A second special assessment of \$150,000 was approved unanimously and in writing via email on January 4th.

A motion was made (Powers) and seconded (Baker) to restate for record the approval of a one-time special assessment of \$150,000, which may be paid in three payments (due February 5th, March 5th and April 5th). Motion passed unanimously. A motion was made (Powers) and seconded (Kaplan) to accept the financials as presented through December. Motion passed unanimously.

IV. BUSINESS

Exterior Maintenance/Leaks – there will be 10 sides done in 2023, which is more than in any prior year. But these are smaller areas, so it is anticipated that all 10 can be completed in 2023. The remaining areas to be completed are 1 large bay, 3 triangle bays, 4 small bays and 2 penthouses on the front of the building (these 2 will require a 90 ft. lift). If there are any funds left over from the special assessment, those funds will remain in the Capital Reserve fund. The contractor hopes to begin working in April, weather permitting.

Garage Leaks – still monitoring leaks before doing the drywall and repair work in the garage. This area has not leaked since the repairs were made over a year ago. Avis will do the interior work as soon as their schedule permits.

Exhaust Fans – on the side of the building, in the back of the garage, one of the new fans had a broken belt. After the belt was replaced, the fan has been excessively loud, even after the belt was tightened. The original fan is the only fan in that area working. Owner JoLynn Draper commented that the vibration is the issue, carrying upward through the walls. Owner Robyn Sieg commented that it is not a consistent noise. It cycles.

Ground Lighting – this was repaired by Clark Electric. They are highly recommended by Vice President Kaplan. Three new transformers were installed to get the lights working. They were able to locate the broken underground lighting and made the repairs quickly and efficiently.

Garage Lighting – there are about 26 lights left to be converted. This is still in process.

Elevator Inspections – the elevators are supposed to be required to be inspected twice per year. They were recently inspected.

Christmas Party – the Board thanked Robyn Sieg for her efforts in coordinating the Christmas party.

Irrigation System – the system was winterized in the Fall. All repairs have been made, so it should be fully operational when start-up occurs in the Spring.

Lawn Damage – TJS repaired the lawn in the back of the building where the small lift was going up the hill.

Sprinkler/Fire Inspection – FLSA performed an inspection in January.

Elevator – stays tabled until the exterior work is completed and the association determines where it stands financially.

Front Walkways – remains tabled pending the completion of the exterior work. The lift will be working on the front of the walkway and may cause additional damage.

V. NEW BUSINESS

Roof Leaks – there were two roof leaks, one in a third floor unit and one over the exercise room. The roofer has been out twice. The roofer is onsite again today and located multiple spots that required repair and tightened multiple vents.

Water Pipe Burst/Leak Damages – there was one water line that burst inside a condo. That owner has been addressing that issue with her insurance company and mitigation/restoration companies, because it was an interior pipe and the damages do not exceed the Master Policy deductible.

Water Pipe Burst/Leak Damages – the second break was above a third-floor unit, which caused significant damage to the third-floor unit and also damages to the unit below. The process has been very slow moving, because all contractors and insurance companies have been inundated from the severe weather over the

Christmas holiday. Crews have been brought in from other states to assist, but they are still struggling to keep up with the claims. ServPro assessed, but have not yet returned to do the remediation.

Electric Car Charging Station – Vice President Kaplan inquired with the electrician about an electric car charging station, based on owner interest from a previous meeting. Unfortunately, the electric service that is coming into the building at the moment is not sufficient to support an electric car charging station. It would require all new electric service coming into the building.

Window Cleaning – the common area glass was cleaned. If owners are interested in having their windows cleaned, they can contact any vendor they choose, but the contractor that did the building was Bill Saul.

Carpet Cleaning – management has contacted the janitorial service about getting the carpets cleaned.

ALL OWNERS ARE STRONGLY ENCOURAGED TO INSTALL A SHUT OFF LEVER IN YOUR CONDOMINIUM SO THAT THE WATER CAN BE SHUT OFF IF YOU ARE GOING TO BE OUT OF TOWN FOR MORE THAN 24 HOURS. WATER DAMAGE LOSSES ARE INCREDIBLY DAMAGING.

VI. OWNERS FORUM

Any owner can attend the meeting to observe. They may also speak on any subject to the Board during the 15-minute owner's forum. Items noted in the forum will be taken under consideration for a future agenda. Unit owners wishing to have a subject added to the current agenda must submit the information in writing to Management at least 10 days in advance so that the Board has an opportunity to research the issue before rendering an opinion or decision. Owners wishing to attend the meeting should check with Management prior to the meeting in case the time or location has been changed.

There were no owners who wished to speak during this time.

VII. EXECUTIVE SESSION

There was no need for an Executive Session.

VIII. DATE, TIME & LOCATION OF NEXT MEETING

The next Board meeting will be the annual meeting, which will be held on Wednesday April 19th at 10:30 AM at the South County Library.

IX. ADJOURNMENT

The meeting was adjourned at 11:34 AM.