

**REGAL CHATEAUX CONDOMINIUM ASSOCIATION
MONTHLY BOARD OF DIRECTORS MEETING**

Thursday, January 14, 2021

A regular meeting of the Board of Directors of the Regal Chateaux Condominium Association was held at 7:00 pm, January 14, 2021 by teleconference due to the pandemic. The following were present:

Karen French, President
Gail Glowacki, Vice President
Holly Kapitan, Treasurer

Kathryn Basden, Secretary
Lester Gurtle, Director
Steve Elmore, EPI

I. CALL TO ORDER

The meeting was called to order at 7:08 pm by Karen French.

II. OPEN FORUM

III. APPROVAL OF THE MINUTES

Motion by Holly Kapitan to approve the minutes of the September 10, 2020 meeting. Seconded by Gail Glowacki. Motion unanimously approved.

IV. TREASURER'S REPORT

Expenses as of 12/31/20	\$337,000	Budgeted \$397,000
Reserves fully funded reflects projects not done		
Total Surplus	\$60,000	
November Delinquencies	\$14,169	
December Delinquencies	\$14,453	Budgeted \$14,739

IV. MANAGEMENT REPORT

Collections – Evictions have been postponed until 1/14/21 and may be continued beyond that date by the State. Management will proceed with collection of delinquencies as soon as the State ends the moratorium. The Board agreed to set up a standard payment plan for 90 days with late fees waived for owners who have hardships on a case-by-case basis.

2021 Budget – Steve Elmore reported that the 2021 approved budget was sent out to unit owners along with the census and meeting schedule for 2021.

Pool Repair Project – Steve Elmore reported that the work completed includes the voids in the steps filled in, skimmers installed, pressure testing done and tile lines installed. Management is requesting Dana Pools resubmit proposals for rest of the work and have the engineer make sure they are compliant with the specifications she drafted. The pool should be ready for the 2021 opening.

Concrete Replacement – The Board will need to determine which stoops will be replaced in 2021. EPI stated they would do an inspection and submit it to the Board at the March meeting.

Carpet Cleaning – Steve Elmore presented three proposals for carpeting cleaning. Les Gurtler will give Steve Elmore information for another company and he will have the proposal for the March meeting. A test would also be done between the two lowest bidders so that the Board can decide accordingly.

Landscaping Bids – Steve Elmore reported that he received one bid and will have additional bids for the March meeting.

Tax Appeal – The tax appeal is attached for the Board's information.

Contract Expiration Schedule – The schedule for 2021 was attached for the Board's information.

Janitorial Contract –

Motion by Karen French to renew the janitorial contract for 3 years with a 2% increase at a cost of \$14,453 per year. Seconded by Les Gurtler. Motion unanimously approved.

INSPECTION REPORT –

Exterior Lighting – Steve Elmore and Les Gurtler will meet with Volt Electric and a second company to discuss options for the exterior lighting.

Mosaic Tile Entryway – Steve Elmore will provide samples of vinyl tile flooring for the Board to consider for the entryway.

V. ADJOURNMENT

The meeting was recessed to Executive Session at 8:36 pm and the meeting resumed at 8:47 pm.

Motion by L. Gurtler to sustain the fines for rule violations outlined in the Management Report. Seconded by G. Glowacki. Motion unanimously approved.

Motion by Karen French to adjourn the meeting at 8:47 pm. Seconded by L. Gurtler seconded. Motion unanimously approved.

*Respectfully Submitted,
EPI Management Company, LLC*