

**COVES OF HARBOR SPRINGS CONDOMINIUM ASSOCIATION
MONTHLY BOARD OF DIRECTORS MINUTES
February 20, 2018**

The meeting of the Board of Directors of the Coves of Harbor Springs Condominium Association was held on Tuesday, February 20, 2018 at 7:00 p.m. at the Aurora Fire Department, 3770 McCoy Avenue, Aurora.

Present at the meeting: Elsie Bair
 Matt White
 Katie Zink
 Scott Adler, EPI Management

Absent: Kasey Minard
 Kenneth Fields

CALL TO ORDER:

The meeting was called to order by M. White at 7:00 p.m.

RULES AND REGULATION VIOLATIONS/APPEALS: Rules and appeals were heard at 6:45 prior to the regular meeting.

GUESTS: No guests present.

MINUTES:

Motion –Motion made by M. White to approve the meeting Minutes from November 7, 2018. Motion seconded by E. Bair. Motion unanimously approved.

MANAGEMENT REPORT:

- **Roof Replacements-** S. Adler presented to the Board a copy of the updated property map showing roof repairs from 2016 and 2017. The red dots on the map shows repairs that have occurred since spring 2017 and repaired by A&E Roofing. The units with RCH's marking and a red mark next to them are ones that have been repaired twice. S. Adler recommended four buildings for roof for replacement this year.

Motion- Motion made by M. White to approve the recommendation by S. Adler and approve the four building roofs for replacement. Seconded by K. Zink. Motion unanimously approved.

Coves of Harbor Springs

Minutes

- **Pressure Washing-** S. Adler presented the Board with proposals for the pressure washing of algae based on K. Zink's inspection.

<u>Contractor</u>	<u>Cost</u>
Right Way Powerwashing	\$9,450
SMS	\$9,150
Inside Out Company	\$8,735
Wash Pros	\$5,957

Motion-Motion made K. Zink to approve Wash Pros for pressure washing of the algae based on the specifications at a cost not to exceed \$5,957. Seconded E. Bair. Motion unanimously approved.

- **3187 Ketch Foundation Crack-** S. Adler presented to the Board a proposal from Atlas Restoration for sealing the leaking crack in the basement at 3187 Ketch from the exterior with membrane installation and back filling of the area at a cost of \$1,250.00. The Board wants more than one bid for this project and if Atlas Restoration's bid is less then they approve Atlas Restoration.
- **Frozen Water Lines-** S. Adler stated to the Board that he met with the Building Inspector and the Building Inspector recommended that automatic closures be put on those water closet doors. Inspector found no code violations. S. Adler will get quotes for closures as well as any needed repairs to those doors for the spring.
- **Exterior Light Replacement-** S. Adler informed the Board that Eissner Enterprise is in the process of replacing 40 fixtures throughout the complex as weather permits.
- **3187 Teal Bay Injury Claim-** S. Alder presented to the Board with a copy of the owner's email regarding their daughter slipping on ice in the driveway and cracked her tooth. The owner is requesting the Association reimburse the dental expense of \$272.00. The Board agreed to reimburse the owner.
- **FHA Certification-** S. Adler informed the Board that the attorney confirmed the association's FHA certification was renewed.

ADJOURNMENT:

Motion- Motion made by M. White to adjourn meeting to Executive Session at 7:27 p.m. Seconded by K. Zink. Motion carried.

Respectfully Submitted:

EPI Management Company, LLC