

**COROMANDEL TOWNHOME ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
March 11, 2025**

The regular meeting of the Board of Directors of the Coromandel Townhome Association was held via video conference on Tuesday, March 11, 2025 in accordance with the By-Laws.

Board Members Present: Barry Cherney, President
Philip Fine, Treasurer
Richard Lauter, Secretary

Also Present: Steven Perna, Property Manager, Braeside Comm. Mgt.
Morgan Smith, Asst Property Manager, Braeside Comm. Mgt.
Homeowners

CALL TO ORDER

The meeting was called to order at 6:32 p.m. by Barry Cherney, Board President.

ROLL CALL

Roll call was taken, and a quorum of the Board was established.

APPROVAL OF THE MINUTES

The January 14, 2025 meeting minutes were presented.

Upon motion by Philip Fine, seconded by Richard Lauter and unanimously carried, the Board of Directors of Coromandel Townhome Association

RESOLVED to approve the January 14, 2025 meeting minutes as presented.

PRESIDENT'S REPORT

Barry reported that it is winter but Brightview has been onsite to do some basic, early clean up. The snow stakes will be removed soon.

TREASURER'S REPORT

Treasurer, Philip Fine, reported that as of January 31, 2025 the total cash on hand was \$18,858.81 and reserves total was \$226,329.17. Mr. Fine reported the Association is overall in good financial shape considering that there are no major capital expenses coming up for the Association.

MANAGEMENT REPORT

The management report was reviewed as presented.

Move-In/Administrative Fee Amendment

Following the electronic mailing of the proposed move-in/administrative fee amendment, the Board elected to make a few minor changes. With Board approval, the revised, proposed Amendment will be sent out to all Townhome owners for further review. If no changes are made following thirty (30) days after post marked date, the rule will be in effect as of such date.

Upon motion by Richard Lauter, seconded by Phil Fine and unanimously carried, the Board of Directors of Coromandel Townhome Association

RESOLVED to resend the revised, proposed Move-In/Administrative Fee Amendment to all unit owners.

Construction/Remodeling

Management provided a sample copy of Construction/Remodeling Rules to the Board for Review. After further discussion, the Board requests Management to revise the provided Rules to better accommodate the Association and its governing documents.

General Discussion

New Management Software

Management provided an update on the transition to the new software system. There is a significant amount of data that still needs to be populated into the new system. A lot of progress has been made, but there is still much to go.

Vehicle Registration

Approximately sixty percent of all Townhome owners have registered their vehicles with the Management office. Management will be sending out an e-mail blast to all residents within the coming weeks as a reminder to register and pick up their Coromandel vehicle stickers. Vehicle registration is an Umbrella Association rule and must be complied with.

Dryer Vent Cleaning

Management provided a proposal from Mister Natural Services for the Board to review. Mister Natural has provided Dryer Vent Cleaning services to the Association for the last several years. The dryer vent lines were cleaned last July/August, but in order to get optimal scheduling, the Board is reviewing proposals early for this service.

The Deerfield Fire Department recommends that units complete this service on a yearly basis for fire safety purposes.

Upon motion by Phil Fine, seconded by Barry Cherney and unanimously carried, the Board of Directors of Coromandel Townhome Association

RESOLVED to approve the proposal from Mister Natural in the amount of \$2,680.00 for the exterior dryer vent lines only as a pass-through for \$35.00 to each Townhome unit owner.

The Board had noted that the Mister Natural proposal stated the interior vent line cleaning is \$49.00 per unit and this would need to be paid for directly by the unit owner. Additionally, the unit owner must provide proof of completion of service by the end of the calendar year.

Window Washing

Management presented a proposal from Pane Bros. for window washing services. In past years, window washing has been put out to bid, but every year, Pane Bros has provided the best price and the best quality work.

Upon motion by Phil Fine, seconded by Barry Cherney and unanimously carried, the Board of Directors of Coromandel Townhome Association

RESOLVED to approve the Pane Bros. proposal for exterior window washing in the amount of \$5,450.00.

Management will try to schedule this work for beginning of June, following the rainy season.

RESIDENT OPEN FORUM

The Board opened the meeting for homeowner comments and/or concerns at 7:26 p.m. Residents made comments.

EXECUTIVE SESSION

No executive session was needed.

ADJOURNMENT

Upon motion by Phil Fine, seconded by Barry Cherney and unanimously carried, the Board of Directors of Coromandel Townhome Association

RESOLVED to adjourn the meeting at 7:30 p.m.

The next Townhome Board of Directors meeting is scheduled for Tuesday, May 13, 2025 at 6:30pm.

Respectfully submitted,

Board Secretary