

THE HARBOURS CONDOMINIUM ASSOCIATION BOARD MEETING

Date: 04/22/24, Meeting held at 1016 Audubon Dr.

Called to order at 6:05p.m.

Board Members: Chuck Hajduk – President
Gary Anderson – Treasure
Austin Rivera – Secretary

Management: Constance Toles, Heidi Kassel

Motion to approve March 25, 2024, meeting minuets: Chuck Hajduk, second Gary Anderson

Treasure's Report:

1. Financial Report will be posted next month, pending restatement with the inclusion of roof loan and payment structure.
2. Constance brought to the Board's attention while looking at the annual meeting minutes from August 2023, there was no mention of a discussion about the roof loan being paid off should a unit be sold during the loan term. Gary agreed that the best way to have the roof loan paid off is when someone is selling their unit, and the loan can be paid off at closing.
3. Gary pulled up his amortization chart from his computer and discussed with the Board how best to use the chart and how much the seller will need to pay off for their portion of the loan payment. Highlander will need to include that month's loan payment plus the cost of the pay off, which is less any finance charges.
4. If they do not pay off at closing and the new owner is to take over payments, the association will need to be made aware of this prior to closing and the new owner will need to sign off on the document called "New Owner Roof Loan Responsibility Acceptance" form and information will be needed from the new owner in order to carry over the loan payment.
5. Constance said she will send out an email to the community reminding them they will need to pay off their portion of the roof loan at closing or inform the Board otherwise.

Motion to approve financials: Chuck Hajduk, second Austin Rivera

Open Work Orders:

1. 1033 Pest control request

Highlander Group: Constance Toles

1. Highlander will need to send out the following notices:
 - Pest control contact and how to file a work order. Excludes squirrels.
 - Updating community when roof work will begin.
 - Checking water usage related to leaking toilets.
 - Kayak payments for \$50/yr for slot.
2. Address retaining block wall issues with 1015 Audubon.
3. Revise community directory.

Management Report:

1. Co-owner of 1015 to check 1025 Audubon for leaks.
2. Kerns to notify when the start date of project will be anticipated.
3. Purchase American Flags for community to replace faded current batch
4. Walk through completed 4/22, notice to be send out by end of week
5. Due to holiday, next board meeting will occur May 22nd.
6. Review Exterior Decorations and Planting Rules, along with Most Common Rules will be sent out to community.

Motion to adjourn: Chuck Hajduk, second Austin Rivera.

Meeting adjourned at 7:27pm

Submitted by Austin Rivera

Next meeting: May 22, 2024