

## The Chateaux, A Condominium

---

Board of Directors Meeting  
Wednesday, November 15, 2023  
Chateaux Community Building

### APPROVED MINUTES

#### Attendance:

On behalf of the BoD:

- Dick Martin
- Sandra Hastings
- Phyllis Savoy
- Lilla N. Kiss
- Jason Trask

On behalf of Property Management:

- Larry Gilbert (Sequoia Management)

On behalf of homeowners: apts 123, 127, 222, 230, 530, 620 and 623 present.

#### Call to Order

Dick Martin, BOD President called the meeting in order.

#### Open forum

- **Key management issue:** Owner Unit 127 stated that the stored key was given to the contractor by Ed – contractor gave back later to owner when she came home days later, the contractors used her bathroom and kept the key with themselves for days without permission. One of her closet lights does not work anymore that used to work before. The key should have been given back to Ed or Ed should have opened the door for them and then closed it when they left; Sequoia to discuss with ED.
- **Electrical problem in building 1 and 2:** Kitchen lights (Units 123 and 127 as well as building Units 230 and 222) are blinking and do not provide same level of power. As well the old electricity wires do not deliver enough electricity, multiple machines cannot function at the same time. Sequoia to contact Direct Current to determine if problems in Bldgs 1 and 2 or individual unit problem.

- **Answers for questions by owners:** Owner Unit 620 asking if they can get answers about when the contractors will be in their unit as well as when the pest company is expected to come to the units.
- **Accounts on Sequoia webpage:** Owner Unit 530 brought up difficulties with registering to condo webpage (hard to register without registration number, but there is no number without registration). Contact Larry's assistant (Vanessa Lopez; vlopez@sequoiamgmt.com) and she can provide the registration number.
- **Condo fee payments:** Owner (building 2) would like to get a transcript of her condo fee payments.
- **NAC - HVAC:** Owner Unit 231 asked about AC company changes. The BOD has decided to stay with NAC and require more transparency re the work they perform each month.
- **Entry to condos and its one-way characteristics:** Owner Unit 222 inquired re parking and one-way directions on the entrance road. Several BOD members assumed that the entrance road is two-way to the Bldg 1, 2, 3 garages (or parking there) but one-way if going around the buildings.
- **Balcony design and lights:** Owner Unit 222 asked about lights on the patios (what type of lights are allowed and what is not). Conclusion is that lights are allowed, and festive lights are allowed in holiday seasons.
- **Cleaning garages:** Owner Unit 222 asked about Ed cleaning garages. Sequoia to talk to Ed about power washing garage floors.
- **Code of Conduct for Owners and Renters:** Owner Unit 231 brought up civility issues with renters. Renters should be provided with a package outlining responsibilities and bylaws – Sequoia can provide.
- **Noisy doors:** Owner Unit 623 complained about noisy sliding door under him. BOD (Sandi) will contact Window Man re what can be applied to the sliding glass door track; do not use WD-40 or grease to lubricate the track as it will gum up the door wheels.
- **Broken garage door in building 2:** Waiting for a part to complete repairs to the garage door by Overhead Doors. (Post meeting note: garage door has been fixed by December 2023.)

### Approval of Minutes

The September 12, 2023 minutes were motioned by Sandi to approve minutes, seconded by Phyllis, and all agreed. All motions to be accepted.

- **Balcony walk through:** Owners need to do their own balcony inspections. Notice will be posted that owners report with pictures if their balcony renovation was not performed according to expected contractual standards; such responses should be submitted to Sequoia (Larry) by November 27, 2023.
- **Pests:** Building 3 (Unit 322) check pest treatment was performed and if not to be scheduled.
- **Finances:**
  - Discussing moving from current markets to other markets some savings to increase interest. Sequoia to provide possible options for reinvestment of reserves.
  - Increase condo fees with 2.5% from next year.

- Tax returns: recommended to filed via corporate method.
- **Snow contract:** BOD previous decision to stay with Carbide.
- **NAC – HVAC:**
  - Proposal comparisons of service providers delivered by Sandi.
  - **EC HVAC** proposal reduced preventative maintenance contract to \$32K which is a reduced price but still higher than NAC (\$28K).
  - Inventory list is needed of existing parts and components.
  - Board is going forward with NAC and force out a transparent cooperation re billing and services.
- **Storage for chiller:** Chiller was bought for building 1, question is where to store it, NAC offered a 200 USD / month storage. Sequoia (Larry) to negotiate in conjunction with renewing the preventative maintenance contract with NAC.
- **Roof replacement:** Building 1 is planned for 2024 and building 4 is planned for 2025. Board approves competitive ads for other companies from Sequoia.
- **2024 Positions assigned:**
  - **President: Dick Martin**
  - **VP: Sandi Hastings**
  - **Treasurer: Phyllis Savoy**
  - **Secretary: Lilla Kiss**
  - **Member at Large: Jason Trask**

## Reports

-

## Grounds/Snow

## Community Building/Pool

## Unfinished Business

Balcony renovation. Roof for buildings 4 and 1.

## New Business

## Adjournment to Executive Session

BOD President adjourned to Executive Session at 8 pm. The BOD exited executive session at 8.36 pm

## Executive section

- **Vote on foreclosure: move forward CHT125; all approve.**
- **Vote on refund to CHT335; all approve.**

## Adjournment of meeting

Meeting was adjourned at 8:36 pm. No meeting to be scheduled for December 2023; the next meeting will occur on January 18, 2024.