

## Annual Board of Directors Meeting – May 12, 2025

### Call to Order

The regular meeting was called to order at 6:57 pm by Lee Reiff, President of the Board of Directors (BOD).

### Roll Call

A roll call of BOD members was called by Lee Reiff, President. Present we're Donna Balta, Treasurer; and Laura Coughlan, Secretary; Barbara Reinke, Director and Mary Breier, Director. Sandy Dittman was present, representing Managing Agent – SP Management.

### Minutes

The minutes of the February 10, 2025 meeting were made available to the Board and posted to the website in draft. Motion to officially accept the minutes made by Laura and seconded by Donna – PASSED unanimously by the Board.

### Financial Report

Donna Balta presented and the Board accepted the Financial Report as May 12, 2025 showing the assets of the Association as:

First Citizens Bank	\$ 36,334.67
Gold Coast - MMA - 8199	198,492.99
Gold Coast - CD - 10803 - 12 MONTH	75,000.00
<b>TOTAL ASSETS</b>	<b>\$ 309,827.66</b>

## Old Business

- A. 7710 - Bottom panel of garage door was repaired
- B. 7716 - Repairs of four units, due to unit renovations on the fourth floor, are either close to completion or have been completed
- C. Application for Improvements or Architectural Change can be found on the Association website. ([www.cbcox.com/brooksidebod](http://www.cbcox.com/brooksidebod)) This form must be completed with the attached proposal and submitted to S.P. Management prior to construction beginning.
- D. Special Assessment - New roof for 7728 was discussed and approved at the February meeting. Payment starting on 4/1/25 at \$69.00 per month and final payment due September, 2026.

## New Business

- A. 7710 - Bottom panel of the garage door damaged, again. It will not be repaired at this time due to the fact that the new panel was damaged within two days of replacement
- B. 7716 - Mueller Roofing has repaired a section of the roof that was leaking into a 4th floor unit
- C. 7722 - The elevator button on the ground floor was damaged. Anyone going up had to walk to the first floor to take the elevator to the upper floors. Going down was not a problem. If you or a guest accidentally damage something, please notify Sandy Dittman from S.P. Management at 708-429-4800.
- D. 7728 - A new roof, gutters and downspouts have been installed. Due to the high winds during the roofing installation three first floor balcony screens were damaged. Mueller Roofing is in the process of having these screens repaired.
- E. Landscaping - requests have been made to have the tree stump at 7722 garage removed. We will also be requesting RED mulch applied to numerous trees.

Lee Reiff motioned to adjourn the meeting and Laura Coughlan and Donna Balta seconded the motion. Meeting adjourned at 7:31 pm

Floor open for other topics for discussion by homeowners

Questions about landscaping brought up by Rick Breier. This was addressed; we will contact other companies for their prices for landscaping issues.. Sandy is going to reach out to a landscaping company. Weeds and sticks should be picked up by Three Brothers.

Eileen Donlan 7728 asked about the elevator certificate. Laura Coughlan went to the village and spoke with J.D. Barrett, Management Analyst and he emailed me the certificates. Elevators have been inspected recently for 2025 and he will send me the certificates when he receives them from their 3rd party (Thompson).