**10/3/2022 – HOA Meeting Minutes**

Attendees:

* Matt & Ashley
* Anthony
* Marivic
* Brad

Agenda:

* Water Damage
  + Hanover Insurance Group (HOA Insurance)
    - Insurance Net Claim = $4,370.30
      * Net Claim = $6,870.30 - $2,500 (Less Deductible) = $4,370.30
        + Received and deposited into HOA bank account
      * Deductible Per Unit Claim = $833.33
        + $833.33 x 3 = $2,500 (Deductible)
        + $1,666.66 received and deposited into HOA bank account from Hanover Insurance Group

$833.33 x 2 for completed repairs

Unit 1 + Unit 2

* + - * + $833.33 still outstanding

Unit G: due to no submission for invoice/scope/proof of work to Hanover Insurance Group

* + - * Payments to unit owners for restoration from HOA: $1,048 = Unit G
        + $0 has been paid out from HOA to Unit 1 + Unit 2
  + Unit Updates
    - Unit 1
      * Complete: All repairs done and completed by S & C Improvement Inc.
        + Final invoice, scope, and proof of work submitted to Hanover Insurance Group (HOA Insurance) by S & C Improvement (Landry Park)
    - Unit 2
      * Complete: All repairs done and completed by S & C Improvement Inc.
        + Final invoice, scope, and proof of work submitted to Hanover Insurance Group (HOA Insurance) by S & C Improvement (Landry Park)
    - Unit G
      * Complete: All repairs done and completed by: Unknown
        + No evidence of invoice from contractor
  + Unit G – Insurance Claim
    - Confirmed restoration repairs complete June 29, 2022
    - No invoices can be provided from contractor because there is no response from request confirming proof of repairs
    - Advised that new restoration work will be done in addition to other work identified from a recent home inspection for the unit
    - $1,048 payment issued from HOA to Unit G for restoration will be repaid back to HOA for deposit due to no invoices provided for proof of repairs
    - Concerns from board members regarding Unit G insurance claim
      * Confirmation that restoration repairs are completed but no invoices can be provided so new restoration work can be done to provide invoices
* Rear Stair / Fire Escape
  + Proposals received for maintenance/restoration:
    - Chicago Iron Works
      * Original proposal dated October 21, 2021 is still valid per Harvey (Chicago Iron Works representative)
        + Did not want to come and provide new proposal and advised that any new scope of work will be determined in “Phase 2”
    - Stan’s Welding Inc
      * New proposal provided May 4, 2022 which expanded scope of work listed under #1 which include new critical items + #2 (replacements to landings to Units 1,2,3), + #3 (refinishing/restoration of any current rust)
* Unit G Sale Update
  + Mold located in closet near main water valve during property inspection
    - Property Inspection request to remove mold
  + Sump pump pit resulting in odor
    - Property inspection request to have sump pump pit to be sealed/lid to be placed
      * Unit 3 purchased sump pump lid and supplies confirming valve holes have been sealed but unable to change entire lid as the PVC Pipe would need to be reconfigured. Suggestion is to get professional to reconfigure
        + Total paid for sump pump lid + supplies = $80.44

Cover / Coupling / Silicone / Hacksaw

* HOA Member Roles / Responsibilities
  + Governing documents / agreements
    - Confirmed copies are in the HOA Gmail account
  + Unit 3 confirming sale of property
* Special Assessments
  + Stair Case / Fire Escape
    - Common Element
      * Unit G opposes that is not common element and will provide evidence that will confirm
    - Vote to proceed with maintenance/restoration: Stan’s Welding Inc. = #1 proposal
      * Unanimous vote approval = Unit G / 1 / 2 / 3
    - Stan’s Welding Inc. #1 (scope of work) = $4,175
      * 50% deposit made August 5, 2022 by Unit 2 = $2,087.50
      * Any additional work will be revisited (#2 / #3)
* Special Assessments
  + Stair Case / Fire Escape



* Maintenance / Upkeep
  + Vote to hire 3rd party for building maintenance
    - Unanimous vote = No
  + Vote to increase HOA monthly dues
    - Will revisit at later date
* Miscellaneous
  + Roof Special Assessment
    - Units G / 2 / 3 = Paid in full
    - Unit 1 = $367.68 still outstanding
* Water Damage
  + Initial Claim
    - Water went down