

Minutes--LCG Building Representatives
Thursday, May 1 2015

1. The Meeting was opened at 10.00 a.m. 13 Building Reps and Alternates were present in person, 2 on zoom and 2 guests were present. Property Manager Iris Rosario was welcomed. Thanks to Wayne Grothe who will be helping Barbara with the meeting.
2. A motion to waive the reading of last month's Minutes was made by Karen Cade, Bldg 17 and seconded by Yvette Holder, Bldg 8.
3. We still have no Representation for buildings 15 and 21--please talk to anyone you know who lives in these buildings.
4. The final version of the Rules is now completed and copies were available at the meeting for Reps. The office will email copies to the Residents. As of now it is not available in Spanish.
5. Reps were encouraged to go to the Lake Clarke Gardens web page for the .pdfs of the Board Meeting as well as many other useful documents. It is a good place to start to find information on new owners and renters.
6. Please think about always having Covenant forms handy in case you see a reason to report someone breaking a rule. The process works well if you complete the Covenant form which will then be handed by the Covenant Committee and passed on to the Board of necessary.
7. The Orientation Meeting on April 15 was excellent and I encourage all Reps try to attend even if they currently don't have new residents or renters. Wayne Grothe informed us that the next Orientation Committee meeting will be on May 8 at 2 p.m.
8. Building Manager Iris Rosario
 1. Re **Elevators**. Otis did not correct some problems they found in some buildings in 2023 and the certificates are out of date. Otis is/ no longer LCG's elevator company. Currently seeking a new elevator company using a company called "Microse?" temporarily ; we also have an elevator consulting company. Legal handling problem since Otis did not live up to its contract. Inspections are out of date in some buildings and costs and fines will be paid by owners at this point. Once the legal issues have been settled and monies received then the buildings should be reimbursed.
 2. **Unregistered occupancy**. If a Rep believes that a condo is being illegally occupied they can check with the office first. Information on all legal occupants can now be easily accessed by the office via TOPS. The process then required is that a Covenant form be completed to start the official process. Iris said there are currently 4 or 5 people who are in Violation. She suggested we all have sufficient Covenant forms handy to complete give to anyone who has a complaint and is aware of a violation.
 3. **Parking Permits/Visitors** There was a question about being able to register visitor parking over the weekend--this can be done via the LCG webpage. A tag cannot be registered as a visitor more than once every 30 days and multiple cars cannot be registered.

4. **Leaks.** A very high water bill was seen in one building. Maintenance inspected and found the cause in a probate apartment--broken flapper. The office will be initiating inspections of all condos this summer to make sure there are no leaks--they will coordinate with the Reps.

Pedro Dorfman 16, 207 asked whether the Association would install water efficient toilets in all the units. This is up to the individual owners.

5. **Building Inspections.**

There was a question to verify that the office is checking the condos who have requested this in their absence and who pay the \$10 monthly charge for this. Iris confirmed that this is taking place and can be verified in the computer system. The system also has a record of the individuals inspecting units for owners--for this to be the case the owner must have done the paperwork and the people checking have to bring the completed cards into the office for each unit. The office must know who is authorized to check the unit in case of emergency and to track the inspections

6. **Guests etc.**

Polly Forsythe 26, 310 asked for confirmation regarding Guests: Guests can stay once for no more than 30 days once a year without the owner being there and at least one person must be 55 or older. Yes. Occupants over 30 days then the owner must be residing there.

Other

Karen Cade 17, 309 reminded everyone to take copies of the Rules. The office would email the Rules to all owners at the request of Wayne Grothe.

Joyce Kirkwood, 3, 310 asked when the new car stickers would be available. There will be a new booting company which has delayed this process however new owners are getting stickers. Older stickers that are unreadable may be replaced with appropriate id.

Joyce also made a comment that since this was a meeting of Building Reps visitors are welcome but do not have the right to make comments.

The meeting was closed with thanks to all in attendance as well as to Iris and a reminder that the next meeting would take place on Thursday, June 5 at 10.00 a.m. in the Card Room.