MINUTES
Board of Managers Meeting
Coronada Condominium Association, Inc.
Coronada Clubhouse
Fourth Tuesday of the month, March 24, 2026

I. Greg called the meeting to order at 7:04p.
Roll call (dot = present; empty circle = absent)

- Greg Avina, President
- Rob Crandall, Vice President
- Deborah Campbell, Treasurer
- Tracy Polanowski, Secretary
- Susan Arsenault, Member
- Brenda Ellis, Member
- Mary Grissim, Member
- Jean Nicholson, Member
- [redacted]

II. Proof of notice of meeting–The Email Team (Brenda and Mary) provided notice of this month's meeting by email. Thanks, Email Team! Tracy posted notices on the bulletin boards, inside the clubhouse (by the mailboxes), per Article II, Section 15 of the CCA Bylaws.

All monthly Board meetings occur on the <u>fourth</u> Tuesday of each month (except December) unless otherwise stated; changes are posted on the bulletin boards, hanging inside the clubhouse, that are visible from the mailboxes.

III. Reports of officers

A. President's report
1. Winter Storm Fern update
   a. 147 HF had damaged gutters and over 20 holes in the roof that were letting water into the home; our insurance prioritized this and took care of all this damage in one fell swoop.
   b. 103 HF—the insurance company has approved the repair of the internal water damage due to roof leak due to the storm.
   c. Next steps: Greg will do a walk-through of the complex this weekend, compile a list, and verify the damage that has been reported. He will send a spreadsheet, with the damage already reported, out to everyone; so if your damage is not on that list, you need to report it to Greg before he sends the spreadsheet to our insurance, to get it included in the insurance covered damages.
   d. Final steps: next come decks. If your deck was damaged because a branch or tree fell on it, send Greg an email or drop a completed work order (a.k.a. a maintenance request) form into the Coronada Mailbox or through the mail slot in the office door.
2. CORRECTION FROM LAST MEETING: The deductible on CCA's insurance policy is $2,500 (not $1,000, as reported last month).
3. The Board voted on the following:

a. Working capital fee. Greg made a motion to set this at $1,000; Deborah seconded; passed [redacted]

b. Work order status. Prioritized those with water intrusion and damaged siding that is affecting the condition of the home and prior commitments (like finding a property manager). Greg has a list of all the work orders that have been submitted and notes on the ones he has seen; the work on these will speed up when we get a new property manager and Greg gives them the list.

4. Future Committees.
   a. Landscaping. This will be headed by Kendra Faucett. Notify Greg or Kendra if you would like to contribute to these efforts. This committee will submit a plan for review to the Board; and once the Board approves the plan, it will be funded.
   b. Other committees' contact people have yet to be determined, so those will be discussed at a later date.
5. Property management interviews.
   a. The Board interviewed Metropolis, David Floyd & Associates, and Ghertner & Company. Next week on March 31, 2026, the Board will meet to score the property management companies. The final step will be contract negotiations.

B. Vice President's report—Rob Crandall had no report this time.

C. Treasurer's report

1.

Operating account:	$103,374.05
Money market:	$ 94,741.15
Assessment:	$170,265.77
Total:	**$368,380.97**

2. Deborah brought handouts that show what our spend has been January–early March 2026—revenue, work orders, and work that has been done.

D. Secretary's report. Thank you to the Email Team for sending all those email reminders!

IV. Report of Board of Managers. See the rest of the minutes.

V. Unfinished business. Property Manager search—Interviews—See 5a above.

VI. New business–none

VII. For the Good of the Order–Greg thanked Mary for organizing all the property manager interviews. Brenda thanked Kendra and Josh Faucett for their work on the CORONADA sign. Brenda also volunteered Nelson to help with the landscaping committee.

Motion to adjourn at 7:28p by Greg, seconded by Rob Crandall, passed [redacted]

DISCUSSION.

- ✓ Update on revenues coming in from Farmers insurance: Farmers is evaluating what they think the damage is, and we're working with our preferred contractors. The insurance company will send an electronic deposit to CCA; once the work is completed, it will be our responsibility to pay the contractors, for, such as, the new roof on 147 HF and the interior damage at 103 HF and all the gutters that we're eventually going to have repaired as part of this claims process. Farmers sent us $10,000 up front; they've reimbursed us for charges, e.g., for the Bobcat we used to clear the roads, in the complex, of trees.

We're looking at ways to let the funds from the insurance, about $25,000, draw some interest before we pay it out to contractors. See Deborah's handouts for more information.

- ✓ The Board voted to keep the assessment monies in Board control, rather than property manager control as we did in the past. We have a separate checking account to pay for those projects covered by the assessment funds; and these projects will be voted on by the Board. Deborah doesn't see the property manager as having much involvement in the money market account; she said we continue to put money into that account. She added that we will make the second transfer to the money market account at the end of March, which is to say, this month, and that the third and last transfer for all the money through next June. Deborah also agreed to allow the property manager to share the operating account with the Board. Deborah added that the Board of Managers will vote on every project that costs over $3,500.

HOMEOWNERS FORUM

An unidentified homeowner shared a request to address tree stump/debris at the corner of Holly Forest and Bear Track, along with straightening the pet station post. Greg plans to coordinate this work with Nelson and outsource that which is outside Nelson's capability.

A homeowner who did not identify himself/herself reported damage to gutters during the storm. Greg plans to include this in a damage report to the insurance company.

Another homeowner who failed to identify himself/herself inquired regarding permissions required to install a generator outside of their home. The Board communicated that, to its knowledge, there is no language in the Coronada Bylaws or Rules and Regulations related explicitly to this matter and that the Board does not think at this moment that it has the grounds to deny them this installation.

Yet another homeowner who failed to identify himself/herself reported concerns of roof damage and limbs on the roof of the home at 902 Holly Forest. Greg communicated that he would schedule Nelson to remove branches and would include this unit in the insurance inspection report.

Some homeowners inquired regarding the proposed dentist office development across the street from Coronada's entrance, and they requested that the Board should coordinate a planning committee. The Board communicated that it would remain neutral on this issue and thinks that this is not an effort requiring guidance from the Board. Homeowners were encouraged to independently coordinate these efforts.