

**Tower Harbor Condo Association - Board of Directors Meeting Minutes  
Monday, May 13, 2024 at 4:00 PM via ZOOM**

**1. Call to Order: 4:00 PM EDT**

- a. Present for THCA: K. Mueller – President, B. Fish – Treasurer, G. Freeman – Secretary, P. Murphy, J. Street, A. Seurnynck, J. Whiteley
- b. Present for Cornerstone: T. Lohr

**2. Financial Report as of April 30, 2024:**

Checking – Huntington	60,010.58
Reserves – Huntington	149,384.37
<b>TOTAL CURRENT ASSETS</b>	<b>209,394.95</b>

- a) Treasurer’s Report: Not presented.

**3. Cornerstone Update – T. Lohr:**

- a. **Delinquencies:**
  - i. None to report, a few e-payments arrive by 15<sup>th</sup> of the month.
- b. **Review of Completed Tasks:** See Attachment A
- c. **Review of Open Tasks:** See Attachment B
  - i. Mariners Court Posts – Tim to follow-up to get date for painting to begin.
  - ii. Harbor Court Entrance Landscaping – Need to have “finger roots” removed before landscaping can go in. Approved: \$734.00.
  - iii. Pressure Washing – was started in early Spring, but not completed. Tim to follow-up on completion date. Bill has not been paid.
  - iv. Building 10 – agreed that mulch is not to be used as it clogs the drains. Tim and Kathleen to look for alternatives.
  - v. Harbor Court sidewalks – Discussion included both the Hamilton driveways and sidewalks and the Harbor Court sidewalks. The Board asked Tim to get bids for:
    - 1. Grinding high spots (less expensive but not attractive)
    - 2. Replace the driveways and sidewalks on Hamilton and the sidewalks on Harbor Court
    - 3. The Hamilton portion of the project without the Harbor Court sidewalks
  - vi. Board approved \$601.74 to replace window cranks and arms for unit 348A.
  - vii. Board discussed repairs to 192 Hamilton. Pat Murphy suggested getting an evaluation from a siding specialist before doing repairs. Pat has provided information on a sider to Tim L.
  - viii. Board approved \$6,203.50 for Ace Parking Lot Striping for 2 coats of sealer and restriping the Mariners Cove parking lot. Work will be completed soon. Tim L. will coordinate timing. This work will require that

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no cars drive on the parking lot for 24 hours. Owners will be contacted as soon as a date is determined.

**4. New Business:**

**a. Building 10 Deck Replacement – Owner Responsibility**

- i. One owner in Building 10 has requested upgrading their rear deck to use Trex at the owner's expense.
- ii. Jere Whiteley researched replacing all decks and found that decks would be approximately \$14,000 each, with decks at the end of the build approximately \$17,000 each. Stairs would be approximately \$7,000. The Board thanks Jere for his research and no further action will be taken as decks are the owners responsibility.

**5. Rules and Regulations:**

**a. 2024 Short-Term Rental Units**

- i. Seven units are registered as THCA rentals for 2024:
  1. 184 Hamilton – Bouquette
  2. 200 Hamilton - Cassidy
  3. 340B Mariners – Kok
  4. 342A Mariners – Bose
  5. 342D Mariners – Zibell (Unit is for sale but has a 3-month summer rental)
  6. 368 Mariners - Pighini
  7. 372 Mariners – Purcell
- ii. Online check of current THCA rental listings (Air B&B and VRBO) all registered rentals are stipulating 3-night minimum stay between Memorial Day and Labor Day, either in verbiage or in the reservation process of selecting dates of stay.

**6. Units For Sale:**

- a. 218 West Shore is listed at \$699,000 as a shell
- b. 342D Mariners Cove, one bedroom, listed for \$474,900
- c. 348C Mariners Cove, is listed for \$429,000

**7. Next Meeting Date and Time:**

- a. The next meeting of the THCA Board will be on Monday, June 10, 2024, at 4:00 PM EDT, via Zoom.

**8. Adjournment:**

- a. The meeting adjourned at 5:12 PM EDT.

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**Co-owners may always speak to the THCA Board before the monthly meetings.**

**Meetings are generally held on the 2<sup>nd</sup> Monday of each month, at 4:00 PM, via Zoom.**

**To request an opportunity to speak at a meeting, please contact Tim Lohr at Cornerstone.**

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**Attachment A: Open Projects as of May 13, 2024**

<b>Unit</b>	<b>Date Created</b>	<b>Description</b>	<b>TaskId</b>
	10/13/2023	Mariners Cove garage electric panel--Quote	2429791
127 - B1	8/14/2023	Algae (?) on siding	2384508
129 - B1	7/3/2023	Slider door	2352348
143 - B3	2/26/2024	Give deck a once over	2520153
147 - B4	8/18/2023	Living room sliders	2387793
157 - B15	4/11/2024	Chunk of concrete	2553026
190 - B12	9/27/2023	Posts for Patios	2416718
192 - B12	8/7/2023	Potential leak & dryer vent	2379313
342 A - B6	11/17/2023	Quote to replace front door & kick plate	2452664
344 C - B7	8/16/2023	Check deck posts	2386267
346 C - B8	4/8/2024	Porch posts	2550249
346 D - B8	1/2/2024	Water leaking into the electrical panel	2479053
348 A - B9	3/21/2024	Front door, front railings	2538472
348 A - B9	10/9/2023	Railing on front entrance deck/screen door	2425836
358 - B10	9/18/2023	paint	2410960

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**Attachment B: Completed Projects Year-to Date:**

Unit	Date Created	Description	Task Id	Date Closed
	2/21/2024	Habor Ct lights	2516716	3/1/2024 15:40
	11/27/2023	Pond Fountain	2457349	3/11/2024 14:32
	9/14/2023	Inspect front deck post on Mariners Cove Buildings	2408350	3/11/2024 14:24
123 - B1	2/15/2024	Adjust slider wheels	2513421	3/4/2024 18:59
123 - B1	10/5/2023	Roof Leak - New Problem on 10/05/23	2423701	3/11/2024 14:11
131 - B2	8/25/2023	Window repair	2392938	3/11/2024 14:07
131 - B2	8/31/2023	Casement window repair	2397244	3/11/2024 14:34
131 - B2	9/11/2023	water leak onto living room floor	2405614	3/11/2024 14:08
131 - B2	10/12/2023	water leak into living room	2428432	3/11/2024 14:14
141 - B3	5/10/2023	Roof leak	2314218	3/11/2024 14:00
147 - B4	10/3/2023	Window seal	2421420	2/27/2024 15:39
147 - B4	5/17/2023	Living room sliders.	2319499	3/11/2024 14:01
153 - B4	10/16/2023	removal of ornamental grasses	2430978	4/8/2024 17:07
153 - B4	3/2/2024	downspout	2524188	3/5/2024 14:00
153 - B4	3/4/2024	Replace downspout	2525090	3/13/2024 18:39
157 - B15	4/22/2024	Siding off building	2559610	4/29/2024 15:35
196 - B11	4/3/2023	Screen Door	2287422	3/11/2024 14:07
342 B - B6	8/30/2023	342 A door	2396408	3/11/2024 14:08
342 C - B6	7/17/2023	Railing Painting 342 C	2363078	3/11/2024 14:17
346 C - B8	9/26/2023	2 x 4 wood plank and mulch	2415836	1/5/2024 9:51
346 D - B8	2/16/2024	STR	2514038	3/11/2024 14:33

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368 - B10	12/27/2023	Lamp light out in front of 368 Mariner Cove	2475248	1/31/2024 13:04
372 - B10	4/23/2024	Potential photo eye problem	2560605	4/29/2024 15:38