



Pittsfield Village Condominium Association
Board of Directors Meeting
Wednesday, January 29, 2025
Minutes

- **Board Members Present:** Ellen Johnson, John Sprentall, David Brassfield, Linda Ross (online), Jessica Lehr
 - **Board Members Absent:**
 - **Kramer-Triad Management Staff Present:** Kendra Zunich, Tracy Vincent, Dave Walke.
 - **Community Members Present:** Lisa Lemble
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1. Call to Order

Call to order at 6:04 pm by Ellen Johnson

2. Approve Agenda

Table items A, B, D under Unfinished Business until spring. Motion to accept the agenda as amended was made by John and seconded by David. Motion passes.

3. Open Forum

4. Approve Previous Meeting Minutes - December 4, 2024

Motion to approve the minutes as presented was made by John and seconded by David. Motion passes.

5. Ratify Votes Made via Email

2817-2819 Homespec foundation proposal for \$38,250.20 approved via email. Motion to ratify this vote was made by David and seconded by David. Ellen abstained.

6. Committee Reports

Landscape Committee, Theresa Moore

- We have two working groups. Working on a master plan. This is the initial step. All landscape documents will be reviewed, updated and uploaded to the website.
- Notes from the last committee meeting were submitted.
- Committee is now at 10 members!

M&M Committee, Lisa Lemble

- 2272 PW kitchen renovation proposal entailing structural additions not covered by our current specs was deferred to the BOD for discussion
- Ellen reminded Lisa of upcoming budget discussions and submitting budget requests

Go Doc Committee – Ellen Johnson

- Feb 10 next meeting

7. Kramer-Triad Report

Managers Report Recap – Kendra Zurich

- 20 sales in 2024
- Off stie owners remain steady at 22%
- Shout out to staff for the extra communications and implementing the water line inspections.
- David's write up on the project was vital to the community's understanding of the project.
- Project and contract update recap
- Service maps will be updated before the budget meeting.

8. Unfinished Business –TABLED

- A2Zero/OSI Collaboration Updates / Jessica Lehr
 - Spoke with Jordan about the liaison group and tweaks to the SOP are being done.
 - No updates on burying DTE service.
 - Jordan is working on a format for proposing things

9. New Business

- Superior Mow and Snow
 - Shrub and Bed care renewal proposal: motion to approve the 2-year contract extension in the amount of \$142,743.60 per year was made by David and seconded by John. Motion passes.
 - Buckthorn overgrowth proposal for \$7,000. Motion made to accept this proposal was made by David and seconded by John. Motion passes.
- Home Spec
 - 2815 PF-motion to accept the proposal in the amount of \$29,173.60 was made by John and seconded by Linda. Motion passes.
 - 2272 PW -motion to accept the proposal in the amount of \$21,969.58 was made by David and seconded by John. Motion passes.
- Mastercraft paint and gable ends proposal: motion to accept this proposal in the amount of \$128,306.00 was made by David and seconded by John. Motion passes.
- Budget meeting – schedule dates
 - Feb 18 – 6:00 pm – first meeting
 - Mar 13 – 6:00 pm—second meeting
- 2272 PW – kitchen renovation discussion. Let's see how much a consultation will cost and go from there.
- Consent to alterations draft template document. Discussion.
 - Subsequent owners / responsibility – Kendra will contact the attorney.
 - Types of modifications? All? Certain ones? We need to set some criteria and include in our specs where applicable. Which may hold risks?

10. Adjourn to Executive Session at 7:45 pm.

11. Next Meeting: February 26, 2025