

11/18/25 Key Manor Condominium Association Board of Directors Meeting

Next Meeting 1/20/26 @ Key Manor N Meeting Room

Called to order: @ 6:01 by Matt, 2nd Tom

Location: Key Manor N. Meeting Room

In Attendance: Tammy Hall, Secretary; Tom Pearson, Treasurer; Matt Martin Director; Scott from AmeriTech;

Minutes of last meeting reading waived: by Matt, 2nd Tom

Officer/Manager Communications:

- Treasurer - All delinquent Special Assessment fees are now paid.
- Property Mgr discussed financials – on track per Treasurer
- Director – Rats in all pipes. Perhaps have Mint look at quoting his suggested fix.
- Two Vendors (Drywall & Pressure Cleaning) removed from preferred vendor list per discussion w/ all

Old Business:

- Laundry Machine Status – Hiring someone to pull machines asap to disconnect and moved to meeting Room. Scott to call new vendor when being moved to coordinate so no interruption in service
- Parking Lot islands redo – 1st Tom, 2nd Matt. Agreed 2 buildings at \$1,600. If those come out well, we will move forward with same vendor for other buildings
- Pressure sidewalk job – all agree to pay invoice and take vendor off of preferred list

New Business/Open Discussion:

- Reviewed Bid from Mint for various property improvements totaling approx. \$9,929 – All agree to move forward
- HUD App – Tabled indefinitely
- Scott to contact Larson's Property Manager to explain Protocol for shutting off main water valve
- Scott to contact 201 B to turn off water and turn on AC to preempt any future issues

Adjourned at: 6:55 pm – Motion by Matt, 2nd by Scott