

**Laurelwood Condominiums**  
**Board of Directors Meeting**  
**April 29, 2025**  
**Laurelwood Condominiums**  
**Swimming Pool**

**Call to Order**  
**Proof of Quorum**  
**and Notice:**

The meeting was called to order by President Christine McDermott at 6:00PM. A quorum was established as Christine McDermott, Rosalie Rogan, and Jim Finnegan were physically present with Donna Conroy in attendance via telephone. Also in attendance were homeowners Dyanna Yee, Laurie Finnigan, and Jim Mateka from Ameritech.

**Minutes:**

Christine McDermott stated that the last meeting that took place was the association's annual meeting on January 6, 2026. The minutes of this annual meeting will be read at the next annual meeting which is scheduled for January 8, 2026.

**Treasurers**  
**Report:**

Rosalie Rogan reported that as of March 31, 2025 the operating account balance was \$16,833.96 and the reserve account balance was \$424,079.93.

**Presidents**  
**Reports:**

Christine McDermott reviewed the community work that took place since January 1, 2025. Christine also reminded homeowners the need to abide by the association documents plus the items that will be discussed during the old business and new business portions of this meeting.

**Managers**  
**Report:**

Jim Mateka read the managers report recapping the association activity that took place from January 1, 2025 to April 29, 2025.

**Old Business:**

The following items were discussed:

- Gutter systems and roofs that are attached to covered lanais are to be cleaned and maintained by the homeowner.
- Breakdown boxes before placing them in the dumpster.
- Service and/or emotional support animals must be on a leash when outside of the unit or on common area property. Animals running loose will not be tolerated.
- The owners of emotional support animals need to update their need for an ESA annually.
- All interior/exterior repair and/or remodel work require an approved ARC application before work begins.
- Motorcycles may not be ridden, run, or operated on property.
- There is a two vehicle overnight parking limit. Additional vehicles need to be parked on Laurelwood Drive.

**New Business:** The following items were discussed:

- Gutters attached to main building structures will be cleaned in June.
- If a homeowner is leaving their unit during the summer months you are required to inform Ameritech of how long you will be gone and provide emergency contact information in the event of an emergency.
- If a homeowner is leaving their unit during the summer months it is a homeowner requirement that you remove all exterior potted plants and decorations in case of severe weather or hurricanes.
- Water restrictions are in place. Homeowners need to abide by them.
- It is the responsibility of those homeowners who are leasing their homes to provide Ameritech with a copy of their tenants renewed annual lease.
- A one bedroom unit can only be occupied by two permanent individuals. A two bedroom unit can only be occupied by four permanent individuals.

**Open Discussion:** Homeowner, Dyanna Yee presented a work order on items that need attention at her unit.

**Adjournment:** A motion was made by Rosalie Rogan to adjourn the meeting, Second by Jim Finnegan. Motion carried. Meeting adjourned at 6:20PM.

Respectfully submitted,

James Mateka, LCAM