

Castle Condominium - Stoughton, Wisconsin

Board, Unit Owner, and Residents Meeting Summary

February 13, 2024 - 6:30 pm

Board members present: Jerri Welk, President; Barbara Mazzoni, Vice President/Secretary;
Tracy Zeichert, Treasurer; Ellyn Klaila

Association members present: Eleven Carryl Company: Not present

President Welk called the meeting to order at 6:30 p.m.

Minutes of last meeting had previously been approved.

Board Announcements

Klaila shared the Association's website address (castle-condos.com).

Management company (Carryl) (management) has been receiving incorrect fee amounts and late condo fee payments. Several Association members said they have been charged the wrong condo fee amounts. Carryl will be sending out clarifying letters to all owners.

There may not be meetings every month. When scheduled they will be held at 6:30 p.m. on the 2nd Tuesday of the month. Notices will be posted in advance.

Treasurer's Report

Zeichert summarized the Jan. financials. At the end of 2023 deposits were \$15,187.21/month, expenses were \$17,105.54/month. In 2023 many building upkeep and maintenance issues resulted in unexpected costs. Elevator maintenance and repairs were a large expense. She is researching grants to help with elevator expenses. Snow plowing expenses have been very high. Board is exploring possible options. Board is taking steps to closely oversee financial issues. Management now must submit invoices for Board review, checks must be Board-approved before release. Multiple bids are to be obtained for any work done or contracts signed.

Maintenance Report

Carryl maintenance person Dave is now Castle's property manager. In Dec. a new 30-gallon riser mount air compressor was installed for \$3,450. Elevator breakdowns occurred on Jan. 2 and Jan. 28. (Note, the control panel is very sensitive. Don't lean on or bump it.) Last of the work on balconies was completed in Dec. Skyline Cleaners was contacted about cleaning the turret sitting rooms and paying more attention to other details. Concern was expressed about

the need for a deep cleaning of 1st floor lobby floor. Skyline will be contacted. Recent snow removal caused damage to grassy areas around the property. Board is working on getting copies of all vendor contracts.

Old Business

In Dec. carpets were cleaned by Zerorez for \$1,700. Dec. decorations received positive response. Committees could be formed if there is interest in future decorating or events. By Mar. 31 garage cleanup effort will restart. Letters will be sent to violators. White box to the left of garage door is for clean plastic bag recycling. Castle has donated 150 pounds of plastic bags. (3 white bins full = 9 lbs.) Only clean plastic bags are acceptable. Materials are made into benches donated to community spaces.

New Business

It is important to keep the lobby door locked, and the building secure. Don't let strangers in. Outside doors should not be propped open. Large items for disposal are not to be left on the curb as City charges Castle to pick up these items. Details on large item dispose on website. If bins on one side of the garage entrance are full, take items to bin on the other side of the entrance. Board is looking into cost-effective options for work on garage door. Garage door is for vehicles. Extra expenses are incurred when that door is used as a people entrance.

There will be no March meeting. The next meeting will be held on April 9, 2024 at 6:30 p.m.

Owners & Residents' Concerns

2nd and 3rd floor residents should be mindful of noise traveling to the unit below. Work inside individual units is not part of Carryl's management contract. If a unit owner uses Carryl rather than an outside professional, the owner will be billed. Association pays for snow removal for the 1st floor commercial area of the parking lot because the owner is a fee-paying Association member. Trash and recycling bins cannot be located inside the garage due to space limitations.

Full meeting minutes available upon request.