

St. Andrew Square Condo Association – SASCA

Board of Directors Meeting Minutes

June 24, 2026

The meeting was called to order at 10:00 a.m. The following people were in attendance:

• Alan Sommers - President	• Doug Neis - Vice President/Treasurer
• Holly Winters - Secretary	• Sarah Harwood, Ogden & Company, Inc.

Current Annual Contracts

- *Lee Mechanical – Annual renewal (Contracted 2/2026; transitioned 3/2026)*
 - Fire Alarm System – monitoring monthly
 - Annual Fire Alarm & Sprinkler systems testing
- *Milwaukee Lawn Sprinkler Corp. – Annual Renewal (Spring, Falls Winterization, Water shut on/off)*
- *MJS Landscaping – 2026/2027*
- *MJS Snowplowing – 11/1 thru 3/31 of 2024 – 2026*
- *SavAtree – Signed for multiple treatments 2026*
 - Second treatments completed 6/1 and 6/10
- *Badger Window Cleaners West-Gutter Cleaning (3x year: Spring, Fall, Winterization)*
 - (April, July, November) Second cleaning scheduled for 7/6

Financials: The financial statement was reviewed, discussed and approved.

Unit Owner Requests: All Unit owner work orders are documented, reviewed, and prioritized at monthly meetings.

Old Business

- Cardinal Painting completed front door painting touchup on May 8.
- Board forwarded email with list of declining bushes scheduled for removal and options from MJS for replacement. Owners do not need to hire MJS. All bushes on the list and a few additional requested by owners were removed on June 1.
- CAU (SASCA insurance company) has requested multiple items to review for ongoing coverage. Ogden has responded to all requests to date and confirmed coverage is not impacted for 2026. An additional mandate was received for internal temperature/insulation testing at each of the 42 units.
 - Giersten Restoration Specialists completed required inspections at all units 4/7-4/8 to meet safety and fire regulations for multi-family dwellings. 6/17 Update: Report of findings by unit received and shared with Ogden and CAU. Ogden is requesting estimates on behalf of the association for required remediation work. More details to follow.
- SASCA lost 8 trees during the 4/13 storms. HTS was onsite 4/17 to cut down the uprooted trees. Board approved initial invoice of \$4,725. Board approved \$800 for stump removal completed on 5/24.
- LEE Mechanical completed scheduled work at all 12 buildings/42 units during the weeks of June 8-15. All 12 buildings passed the mandatory Annual Fire & Sprinkler system testing and formal reports will be forwarded to Brookfield Fire Department.

- Pending Items:
 - Water flow/catch basins replacement project: 3/18 PLM provided details of work required and priority for each basin. Board discussed tentatively addressing the two priority basins later in year (\$9400 for both). Final decision will be made after other priority projects related to fire and sprinkler systems are complete. 6/24 Ogden will request additional quotes.

New Business

- As a follow up to the recent grill/fuel tank notification received, the board has been in contact with the Brookfield Fire Department and CAU insurance to understand responsibilities, fines and potential insurance impacts if a code violation occurs for multi-family dwellings. It was shared that the Brookfield Fire Department follows the state of Wisconsin Fire Codes and that there are no specific fire codes by municipality. More details will be shared as they are provided.
- Board approved \$7,895 for stainless steel soffit replacement at Building 2. This was to help eliminate the ongoing damage and entries by racoons that has been an issue for this building for years. Unfortunately, the racoons had shredded and caused severe damage to the new aluminum soffits that created multiple entry points into all units.

Exterior Update – Complete: Building 1 thru 12

- Resistance Exteriors (RE) managers was onsite early June to complete the items on the list Alan maintained for the entirety of the project. The 2 year siding project is complete.
- Board has been notified of a few small items in June that will be coordinated with RE.

Reminders – Thank You!

- Mulch Installation Party completed April 25. An additional delivery and installation was completed May 7-9. Many thanks to all the volunteers!
- Mark your calendars for the SASCA Summer Block Party on Saturday, August 15. For planning purposes please let Debbie Sommers know if you will be attending.
- If owners have concerns or are having issues with removing sidelight storms for cleaning, please contact Wasco directly at 414-461-9900. They have been made aware of potential calls.

Next Meeting: Scheduled for July 23, 2026.

Respectfully submitted,
Holly Winters, SASCA Secretary