Van Buren City Lofts Condominium Association
Board of Directors Meeting Minutes

April 21, 2026

1. **Call to order**

   Meeting called to order at 5:32 PM.

   Present: Rebecca Janutis, Ted Salgado, Paul Casper, Scott Ellis, Michael Landre
   Absent: David Ray

2. The prior meeting minutes were approved via email.

3. **Owner Matters**

   A potential new owner inquired about an EV charger at their garage space. Michael gave them info from Pieper Power.

4. **2026 Financial report**

   There is a $50 payment past due from one owner. Michael says that Hunt's office will recover that money this month.

   Reserves are currently $488,092.

5. **Old Business**

   a) 601 Lawsuit. Board will meet April 27th to go over our demands and requirements prior to mediation. Mediation will happen in May.

   b) The façade work done last fall still needs the sidewalk raised. Michael reports it will be done by mid-May.

   c) AT&T reimbursement. Michael continues to work with AT&T on this, but it hasn't happened yet. Michael reports that AT&T is very frustrating to work with.

   d) 2025 Tax return has been filed.

6. **New Business**

   a. Fire Protection System – We must flush the system and replace a cap. Our 5-year Inspection is due in 2027. Board asked Michael to get both of these jobs scheduled in 2027. Michael will provide the board with a list showing all scheduled visits by FPS, and all system inspection requirements.

   b. Board approved the spring carpet cleaning and garage cleaning. Michael will schedule such that carpets are cleaned just after the garages.

c. Board approved replacing the CO monitor in garage D now. All others are functioning and will be addressed if they fail.

d. The garage roof under unit 202's deck leaked again with last week's heavy rains. Michael will have SRS come out for repairs.

e. Michael will again instruct Steve to install a mirror at the end of the driveway to increase visibility.

f. Michael will send the board a list of Steve's duties regarding property cleanliness. He will also ask Precision Landscaping if they are making their required visits and if those include picking up debris from the beds.

g. Michael will get Dublin back for painting the common hallways. The board wants to have two floors painted each year.

h. A roof leak caused the carpet near Unit 207 to become wet. This has happened in the past during heavy rains and high winds. Michael will have our roofing company here to check it. They should see Steve as he knows exactly where the issue is.

i. Michael will have Steve confirm with the fire department that both Knox boxes have the correct keys.

j. Michael will have Steve conduct a key audit to make sure the association has a well identified key for each unit.

Date of the next meeting is July 22nd at 5:30 PM

Meeting was adjourned at 6:46 PM

Minutes submitted by: Paul Casper