

CONQUISTADOR CONDOMINIUM BUILDING V
BOARD OF DIRECTORS MEETING
Wednesday January 21, 2026 @ 2pm

MINUTES

The Board of Directors meeting was called to order at 2pm by President, Laura Ronayne.

BOD Present:

Laura Ronayne, President
Janet Campbell, Vice President, Secretary
Diane Encarnation, Treasurer
Tina Dessio, Director at Large 1
Ginny Garlock, Director at Large 2

Others Present:

Diane Valenti
Sue Eikenberry
Meg Finnegan
Mary Harrell
Charles Encarnation
Anita Brush
Martin Clowery
Betsy Suatoni
Beth Cattano
Bonnie Guenther, CHA General Manager

A quorum being present, Janet Campbell, Secretary asked if there were any amendment or additions to the minutes of the BOD meeting of March 13, 2025. Being none, Janet Campbell motioned that the minutes of March 13, 2025 be accepted as reported. Diane Encarnation seconded. The motion passed unanimously.

Diane Encarnation, Treasurer reported. At the end of the year our operating cash \$1,900 actual building reserves are \$141,000. We have done extremely well in the past two years putting money aside and we have insurance reserves of \$9,500, everything else is pretty well on budget. We've had certain things done during the year but they were all paid for through reserves. No assessments were needed; hopefully things will continue that way. We have been building up our reserves quite well during the past three years.

Laura Ronayne commented that whenever Janet and I meet with Bonnie she tells us we are doing well financially. So thank you Charlie and Diane.

Old Business

Trucks: Laura Ronayne, President reported that the Conquistador Homeowners Association has approved trucks being parked on its common property. In a past survey, we did not want trucks, so Bonnie suggested we do a new survey. Janet will now report on the results of our second survey.

A survey was sent out to all homeowners on January 8, 2026.

Question 1: Should trucks belonging to residents be allowed on Condo V Property?

9 Yes 7 No

Question 2: If you chose yes to question 1, should the parking of residents' trucks be limited to the west parking lot?

14 Yes 2 No

Laura Ronayne continued. Our parking lots are our property and we have the right to approve or disapprove trucks being parked at Conquistador Condominium V. As we stand, we are going to now allow trucks, because we did not have a resounding majority either way; however, we will limit parking to the west lot, no trucks will be allowed to park in the front of the building. We are going along with CHA Regulations, unless somebody would like to put forth something that is different from CHA's rules.

Janet Campbell reported: Do we want Condo V to allow residents' trucks being parked, but limit parking to the West Parking lot? Do we want to add any restriction over and above CHA's? We are not allowed to have fewer restrictions than CHA has passed, but we are allowed to approve more restrictions than CHA's. The list of CHA restrictions were read. See attached list.

There was a lengthy discussion by both Board members and Homeowners. Discussion topics were hitches, gun racks, and the current real estate market.

Laura Ronayne, President motioned to pass a Board of Directors Resolution to restrict truck parking lot only to the west parking lot of Conquistador Condo V and trucks must follow CHA's restrictions, as to size limitations for trucks, etc. Motion was seconded by Janet Campbell, Treasurer. Motion passed unanimously.

Blue Stream: Laura Ronayne reported that Blue Stream appointments for installation are ongoing. Homeowners must call Blue Stream to make their own appointment for installation. I have two telephone numbers, one for Direct TV and one for AT&T. I will post them in the front door in the atrium. After Blue Stream installation, call AT&T to cancel your account, DirectTV will automatically cancel March 1. When you call AT&T, you'll need your Account Number and the "Four-Digit Pass code" which can be found in the blue book, under the "User Guide Tips & Tricks" page that you were given when AT&T installed your system, or on your monthly bill. When I called DirectTV, they told me that all the equipment

did not have to be returned. I packed two parcels, one AT&T and one DirectTV including all equipment: wires, remotes and went to UPS. They told me that DirectTV is charging for equipment not returned. Due to the conflicting information, Laura suggested you return both sets and get two receipts. AT&T equipment is the router and wires. DirectTV equipment is the smaller device(s) and wires.

Once Blue Stream is installed, you'll use their equipment. Please call Blue Stream because appointments are filling up, per Tina Dessio. Your phone may indicate the telephone number is a possible scam. It is NOT.

Bonnie Guenther arrived and spoke to canceling your AT&T account when your installation by Blue Stream is complete. She also has heard conflicting information on the return of AT&T equipment that you need to return, or do not need to return equipment. You are welcome to keep DirectTV equipment, but you should cancel DirectTV only if you have additional services. Everyone has their own AT&T account number which can be found on your bill. The phone number can be found on the back of the bill. Some people have been told to throw away equipment, some have been told to return. DirectTV said you can keep the equipment. Everyone's AT&T and DirectTV services will be canceled at the end of our contract. I suggest homeowners with additional services with DirectTV call to cancel, just to be safe. So, cancel your AT&T, and cancel DirectTV, if you have additional services.

New Business

Laura Ronayne, President reported on work that has been recently completed:
The front gardens have been mulched. This work was completed as a community;

A hallway light was repaired and brought up to code by Arlington Electric;

Meeks incorrectly billed us for work done at another condo. Diane found the error. Bonnie has corrected the error;

We received a quote for \$4,900 from Whiting Roofing to repair a scupper in the front of the building which they had earlier closed off. This scupper leaked and caused water leaks in apartment 103 during the heavy rains this summer. There was no damage to the apartments above her. We would like to put this bid aside because Whiting could not guarantee that this repair would prevent future water pouring into the atrium during heavy rains. We suggest that we replace all scuppers and downspouts when we replace the mansards. Bonnie Guenther added that there is another building in the same situation. They have a downspout which is a drain from the roof to the ground, they've had it blocked off years for the identical situation and the same repair. They have had no issues with no intrusion into the atrium. She suggested to let sleeping dogs lie and wait to replace all scuppers and downspouts when mansards are replaced.

President, Laura Ronayne motioned that we pass on this repair until such time as we need to replace the mansards. This was seconded by Tina Dessio, motion passed unanimously.

We have some spots on the carpet in front of Diane Valenti's.

We had some spots cleaning done by Chem Dry in front of 105, at no charge and a homeowner, on her own spot cleaned the same area, but neither worked very well. There are several other spots throughout the building. Diane Encarnation said we should have this done every year. It is overdue. We have to keep up with the cleaning, we do not want to pay for all new hallway carpet. Cost last time was approximately \$400. The BOD agreed that this should be done by Chem Dry.

New Board Members need to complete the state mandated course asap. Bonnie added the name of the course is The Four Hour Condo Certification Class offered on BeckerandPoliakoff.com. Our attorney is Jane Cornett.

Reminder for board members to check emails and texts daily.

Diane Valenti reported that rain has caused severe wood rot on the west side window. We had two people come in and give us estimates on this repair. One which included new windows and one to repair the existing framing and replace the screen. It is the responsibility of the building to do all of the woodwork.

We spoke with Diane about a new window and if that was the case, we would pay for half and she would pay half. She has declined to do that, so we are going to move forward with the framing and screen repair. Is everyone agreeable to spending \$1,900? Let me preface this by saying that when we open that window up, there is no guarantee that the damage is more than Van Jacobs anticipates. We know that it's termite and rot damage. His estimate is only based upon what he can see and thinks the repair entails. If the damage goes all the way down we are looking at a much greater cost. They will have to bring in a lift or scaffolding because they have to go over the landscaping. He does not want to work from the outside three stories up. He thinks he can do the existing work from the inside of Diane's apartment. The question is how far down does the damage go. We may have to replace the wood on the outside of the building. Question: Why was this not noticed before? Neither Truly Nolen nor Diane noticed the damage.

We have to fill out an ARC Form if the damage extends to the exterior wood because we want to paint the same color as is on the building now. I expect approval.

Questions about other possible pests arose. Truly Nolen is contracted to do a yearly inspection for termites. If you suspect that you have a problem with termites, please complete the form requesting Truly Nolen come to inspect and or treat, as needed. So too, for ghost ants, gnats, roaches and all pests. The form is available on line and in the blue book in the atrium. Our yearly inspection was done six months ago.

Question: Truly Nolen treated the hallways? Bonnie Guenther advised that for the yearly inspection, Truly Nolen goes into every single unit. They send Bonnie a reminder when this is due. They are supposed to treat all common areas and around the perimeter monthly. The required form for inspection to your unit is available online at ConquistadorLiving.com under the heading "Community Forms" all the way on the right. Per Bonnie, Truly Nolen is

supposed to treat all common areas and around the perimeter monthly, as well as treat apartments, if requested.

Forms are also available in the blue book in the atrium. You are free to take a form for completion. Please copy a blank form for yourself and return blank to the blue book.

Do we have the money for this repair? Diane Encarnation reported that we have \$18,000.

We will go ahead with Van Jacobs' repair.

Bonnie reported that our bylaws may be different, but the homeowner is responsible for the drywall in. Any damage inside is your responsibility. Outside is condo building responsibility.

Diane Valenti asked how much windows (slider, screen and trapezoid) would cost. Laura told her installation of 2 windows and wood repair cost came in at \$4,404.23. Laura Ronayne suggested that Diane be given 24 hours to choose screen or windows, this was granted.

Laura Ronayne, President motioned that we accept Van Jacob's approximate repair estimate of \$1,900 for wood and screen repair for Diane Valenti. Diane Encarnation seconded motion passed unanimously.

Documents Update: Laura reported: Bonnie has suggested that we update our documents. Janet and Laura have both worked on documents in the past for communities that we lived in. I spent two years doing this with a committee which included an attorney who was a homeowner. It was a full time job. I would like to suggest that we move forward with this because there have been many changes, for example trucks. And we take the money and have our lawyers move forward with this.

Bonnie recommended that a committee of homeowners look at our documents and make a list of anything we may want to change, for instance lowering the 75% voting threshold. We can lower it to 2/3's or the majority of all homeowners. The legal updates are what the lawyer does. She'll go in and look at the language of the document themselves, but your documents should be rewritten. They have been crossed out, added to, and are a mess. I suggest you make a wish list of what you want changed. I would recommend adding late fees, any other restrictions, user restrictions or anything else that you might change. Maybe have a survey of what the homeowners want. That way when you go to the attorney, you will have a list of things that you can give her, she will prepare all the amendments. They will be integrated into the documents, so it will be a whole brand new document.

Laura questioned the cost. Bonnie replied that CHA was not as expensive as we thought it was going to be. Probably all together it was an \$8,000 to \$10,000 bill and that was for a master association. So I don't think it will be that much. The Articles of Incorporation we don't have to touch. Another thing too is a

change in officers. As of now, your documents read that if an Officer steps down, you have until our next Annual Meeting to fill the vacancy. This is very unclear in our documents, that's another thing; but if you do what I'm suggesting, about the officers, this would be a change to the By Laws. So changes would be done to your Declarations and ByLaws. Usually the Articles of Incorporation don't change.

Laura Ronayne asked for volunteers for a Document Revision Committee. Laura Ronayne, Janet Campbell, Diane Encarnation, Meg Finegan, Betsy Suatoni. Everyone pulls out our Docs and looks at them for possible changes. We will pick out a day to meet.

Does anyone have anything else they want to bring up? Homeowner question: What do we need to do to our air conditioner? Laura reported in her unit there is a tube, I take the cap off, pour one cup of vinegar in there.

Bonnie answered, your condenser, in your closet, you will have an actual funnel, or a funnel with a cap on it. You lift the cap and pour the vinegar in it once/month, leave it in there for ½ hour and then pour in a cup of very hot water. It cleans the condensation line.

Instructions are on the front door, but the last line is cut off.

Question: What do we do if we are not here? Laura: First, we have to do something, and then we'll talk about a/c cleaning after the meeting.

Laura Ronayne thanked Charles Encarnation for his many years of service to Condo V. This gift is from your board, not Laura's Board.

Janet Campbell motioned that the meeting be adjourned. Motion seconded by Tina Dessio. Motion passed unanimously.

Meeting adjourned at 2:50 pm

Discussion after the meeting: There have been accusations that board members have been going in and out of condos. This is not the case. If we can't get in touch with you and we suspect a problem, then and only then two BOD members enter to check. Otherwise we only enter when you ask and always with two people.

Laura reported that we had some issues in condos when owners, who while away, have not had anyone checking their unit. Would you please make arrangements with somebody to check your empty apartment and clean the a/c condensation line. Please have somebody check your place weekly while you are away. Diane Encarnation reported that we have names of two people that will do this, but you must ask them if they will come to you.

Glen Kirkman who lives in condo 6. Phone:571-243-0616

Martin Clowery and Betsy Suatoni have a contact person, speak with them for name and number

Bonnie stated that the third, second and first floor condensation lines are connected. A problem on the third floor, travels to the second and ends with damage on the first. The same thing with the kitchen sinks. So you should always keep those lines clear.

Diane Encarnation asked if anyone is interested in Condo V events like coffees, lunches and pool party, please speak with her.

A larger bulletin board, notices on the front door and a community super bowl party were discussed.

Laura thanked everyone for the large turn out.

Laura Ronayne

President Secretary

Janet Campbell

Secretary