

Meeting Summary and Zoom recording link for Outlook Village BOD Meeting

Jun 08, 2026 08:45 AM Eastern Time (US and Canada) ID: 864 0023 0655

https://us02web.zoom.us/rec/share/iAJ9elqdi_JwHTY9vtyclyntAiHrdNs3gTeNw1dWnuLsjMdqlkPtQrj5-17OeKnC.6Q_Mq3b5uRYXfULb?startTime=1780922709000

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Quick recap

This was a quarterly board meeting for a condominium association where board members discussed property maintenance issues and ongoing concerns. The main topics covered included building repairs, particularly gutter installations on buildings 1, 6, and 7, and patio repairs for building 4, with plans to potentially use the same engineering drawings for future buildings 6 and 7 to save money. The board addressed significant concerns about unit 703 where a tenant named Greg has been refusing to leave despite being given until May 31st, with reports of unauthorized people staying in the unit and potential drug activity. Other issues discussed included tree root damage affecting unit 201, problems with a resident feeding ducks near unit 1, and the need to address parking violations. The conversation ended with updates on building improvements including new signs on order, completed soffit and gutter work, and positive results from recent grading and French drain installations that have reduced water intrusion issues.

Next steps

Ameri-Tech

- Send 703 case to attorney to escalate enforcement against the parents regarding ongoing violations and unauthorized occupancy.
- Send another notice to the resident feeding ducks at Unit 1 and document ongoing violation.
- Review and send out financials by end of week for board review.

Beverly

- Follow up with the engineer (Grant) to confirm if he can modify and reuse the Building 4 patio drawings for Building 7 to save costs, and report back to the group.
- Obtain estimates from multiple vendors for removal of two (possibly three) laurel oak trees at 201 and adjacent unit due to root damage, and coordinate removal as needed.
- Continue monitoring 703 unit for compliance with move-out and ensure no unauthorized persons are on premises; update Ameri-Tech and Megan as needed.
- Check with landscaping/contractor about the status of the pond fountain and report if any maintenance is needed.
- Monitor completion of sign installation and paver repairs by the contractor and update the board.
- Coordinate with engineer and city to determine if Building 4's drawings can be used for Building 7 and Building 6, and update the board on cost savings and timeline.

Megan

- Send photos of belongings left outside 703 unit and any evidence of feeding ducks (e.g., silver bowl) to Ameri-Tech.

Summary

Building Repairs and Maintenance Priorities

The board meeting proceeded with a quorum present and approved minutes from the March 20th meeting. Beverly reported that building signs are on order and will be installed soon, with additional repairs planned for pavers and gutters across multiple buildings. The discussion focused on patio repair priorities, with Building 7 identified as needing attention before Building 6, and potentially using the same engineering drawings from Building 4 to save costs, though this would be delayed until the end of the year or beginning of next year.

Tenant Eviction and Property Updates

The meeting focused on issues with tenant Greg who remains in a unit despite being supposed to vacate, with multiple people including his parents aware of the situation but taking no action. The group discussed concerns about unauthorized people staying in the unit and suspicious behavior, with Ameri-Tech planning to escalate the matter to legal action against the parents. The discussion also covered property maintenance updates, including successful French drain installation that reduced flooding issues and improvements to the pond area, as well as the need to remove two problematic laurel trees affecting Unit 201.