

Sanctuary Condominiums
Condominium Association Meeting minutes
October 16, 2025, 3:00 pm
Location: 10440 Dove Chase Circle

Attendees:

Joyce Freville, President; Patrick Craig, Treasurer; Evie Whitworth, Vice-President; Fred Andres, Director; Viola Williams, Secretary; Elgin Garrett, Mulloy Properties

Minutes from 9/18/2025 were approved.

FINANCIAL REPORT - Patrick Craig

The board, as we near the end of the fiscal year, remains focused on spending and discussing how we might conserve funding in some areas. We are aware of some budget items that are currently over budget — conserving, as best we can in other areas will help to reduce the need to rely on Reserve Funds for the overruns in those budget categories. We also discussed the budget preparation for next year, which will begin this month with the solicitation of bids from our current vendors for the 2026 fiscal year.

MULLOY MANAGEMENT REPORT - Elgin Garrett**Gutters and Downspouts**

- 10505 — drainage issue **Action:** Adams Landscaping to install extender to reroute 10521 downspout
- 10539 — front gutter leaking **Action:** cleaned and sealed

Roofing

- 10404 — ceiling and wall damaged from leak **Action:** dry wall completed, sanding and touchups scheduled with owner
- 10432 — loose boards under roof shingles **Action:** some work performed, Bowling reevaluating inside with owner
- 10527 — dry wall repair following previous leak **Action:** sanding and touchups scheduled
- 10535 — roof leak **Action:** Bowling Roofing has contacted owner

Landscaping

- 10432 — landscaping questions **Action:** Adams Landscaping resolving with resident
- 10442 — dead shrub in front **Action:** Front shrub removed by Association
- 10503 — Pop-up repair **Action:** Completed
- 10510 — mower damage **Action:** Completed
- 10521 — 2 dogwoods, one dying and one needs trimming **Action:** owner responsibility, Mulloy sending landscaping guidelines for that unit.
- 10527 — landscaping request, rear plantings **Action:** approved, owner expense

As part of their evaluation of original landscape areas needing replacement by the Association, the **Landscaping committee** has coordinated the removal of three trees — 10400, 10535, and one in the basin — stump removal will be scheduled at a later date. Replacement shrubs will be planted soon at 10426, 10432, 10500, 10519, and 10421.

Miscellaneous

- 10402 — window seal broken in 1/2 round window **Action:** waiting for supplies to schedule
- 10420 — remodel/foundation issues **Action:** Completed
- 10423 — side kitchen window hit by rock and chipped now started to leak in between panes of glass **Action:** will schedule same day as 10402
- 10424 — need location of water shut off for plumbing work **Action:** Mulloy to advise
- 10432 — leak under garage door (irrigation) **Action:** Completed

- 10432 — possible foundation issues **Action:** inspected by UDI, awaiting report
- 10433 — water in front closet **Action:** work performed has not solved the problem, possible outside solution beginning 10/21.
- 10442 — leak in basement from August minutes **Action:** completed
- 10442 — new area in basement needs checking **Action:** Aqua Lock to evaluate
- 10519 — requested patio expansion/awning **Action:** Application for Exterior Modification received and approved

Common Areas and Limited Common Areas:

- Broken Sanctuary fence near 10400 repaired and painted.

COMMUNITY Notices:

- Irrigation will be shut down soon until Spring 2026.
- Mulloy sent reminder letters to 6 homeowners with expiring insurance.
- Dog off leash reported — Mulloy to send letter

Next Sanctuary Board Meeting: Thursday, November 20, 3:00 pm, at Evie's house (10512)

Meeting Adjourned: 4:40 pm

Submitted by Viola Williams