



Manager's Report

Completed for the January 14, 2023 Board Meeting

1) New Common Area Maintenance Issue Form

To make it easier to report common area maintenance issues, we have added a way for owners to submit maintenance requests online. On the Errol by the Sea Website in the Owner's Corner, there is now a form you can fill out and it will be emailed directly to me. Your name and unit number are required fields, so I can reach out to you if I need more clarification. We will also be adding a report of current maintenance requests that have been made on that same page to help reduce duplicate requests. Please remember this is for common area issues only.

2) Maintenance Projects

Nick and I have been prioritizing this year's maintenance project schedule. For preventative maintenance projects, the curb painting project is almost completed and soon the pressure washing of the pavers, then the roof, and finally the walkway/building will begin. We need to pressure wash to roof as part of our spring checklist for our roof warranty, so that will be priority. I will keep everyone update through the Community Updates as we will need vehicles moved on certain days during this process.

3) Winter Guests

We are so happy to see so many of our owners that come in for the winter and all of our regular winter renters. There's been a lot of activities happening in the clubhouse. I'd like to thank John Valyo for volunteering to make sure the clubhouse is locked up each night, so now the activities can go later into the evening. This season has started off very positive with zero complaints so far, which has been amazing!

Respectfully Submitted,

Kerri Gallagher, CAM