

MINUTES

Coach House Inc. Board Meeting

March 19, 2026 at 9:00 a.m.

Call to Order: The meeting was called to order by President David Graves on Thursday, March 19, 2026, at 9:00 a.m.

Present: Joyce Bridge, Bob Bush, Jane Cleary, Vince O'Neill, Dan Shomer and Joanne Traver. Also present was Shaun Haley from Kentucky Realty.

Approval of Minutes: The Board reviewed the Minutes from February 12, 2026, and Special Board Minutes from February 19, 2026. A motion was made by Dan and seconded by Bob to approve the Minutes of February 12 and February 19, 2026 Board meetings. The motion passed unanimously. The Minutes will be posted on the website at www.coachhouselouisville.com and available in the mailroom.

Review of February Financials:

- a. Under Repairs and Maintenance, the snow removal item was high due to the heavy snow and extreme cold.
- b. Fire and Security expenses were over budget because the annual contract fee was paid.
- c. Under Swimming Pool - The pool has been repaired and has water in it for testing for any leaks. Some of the depth numbered squares need to be replaced on the decking. Shaun will follow up. The health inspector requested that we raise the gate/fence to 4 ft. (it is now a bit lower than that). Shaun will get bids for this work. We need an emergency shut-off switch, which will cost \$1,200. This work will be done before the pool opens. The pool lights will be checked to see if all are functioning.
- d. There is one unit remaining that still owes their roof assessment. That unit is in foreclosure and is up for sale. There may be a Sheriff's Sale if ordered by the judge prior to a sale by the owner. Our HOA will get the roof assessment paid either way.

A motion was made by Bob and seconded by Vince to approve the February Financials. The motion passed unanimously. The financials will be posted in the mailroom and will be available on our website at www.coachhouselouisville.com.

Property Manager's Report:

- a. **Status of new door entry system installation** – Shaun reported that Ready Electric has ordered parts and has our roster of residents in order to put resident's phone numbers in the new system. In the near future, a training session led by a representative from Ready Electric will be held for residents on how to use the new system. It will be videotaped for residents not in attendance.
- b. **Repair of leak in #4 guest room plumbing over the Party room** – Neither Paul nor the plumber were able to determine the cause of the leak, but suspect it was because water was left running in the bathtub for over a week. Paul has repaired and painted the ceiling.

- c. **McCullough unit (297) status of leak repair and ceiling drywall in storage unit** – A plumber will be on site today to assess the source of the persistent leak that seems to be intermittent in nature.
- d. **Leist unit (291) status of drain overflow and drywall repair** – Paul from Kentucky Realty will repair the damaged drywall behind the washer. The problem was from a washer in a second-floor unit, draining into a clogged pipe below the first-floor unit and then backing up and out of the laundry drain for 291.
- e. **Contracts for hallway/garage fire alarm system and extinguishers servicing** – This contract with Johnson Control has been signed and the inspections completed.
- f. **Status of Rumpke garbage/recycling pick up** – There is still an on-going issue with trash being picked up on a regular basis. One dumpster needs to be replaced, and we need an additional dumpster as a backup. A Reach Alert will be sent out to remind residents to break down their boxes for the recycling bins. If they need help, they can let one of the Board members know.
- g. We learned that Kentucky Realty will be taking over Royal Coach as their property manager. Paul will be servicing both Coach House and Royal Coach after May 1st.

Status of Foreclosure on Delinquent Roof Assessment Property – This item was discussed above in paragraph d. under Financials.

Rules Regarding Advertising Sale of Properties – Joyce will check with Windy Hills City Hall about this issue at their next meeting. Open House signs were posted on the property in the last few weeks.

Decorating and Landscaping Committee:

- a. **Status of pool repair** – This issue was addressed above in paragraph c of the Financials.
- b. **Landscaping/tree removal plans** – Dan reported that Lopez has been backed up due to weather conditions.

Maintenance:

- a. **D Wing outside entrance concrete bridge walkway repair** – Bob reported that large chunks of concrete are falling off. Shaun will get pricing for this project.
- b. **New light for parking area near swimming pool wall** – Shaun will get pricing for a light/or lights for the parking lot and the pool grill.
- c. **Unit 295 – Loose balcony railing** - Shaun will check with our attorney to see where financial responsibility lies and have the railing fixed or replaced immediately.

New Business:

- a. **Theft of packages from mailroom** – There was a complaint from a resident that their packages were missing or being opened. A notice will be posted in the mailroom for residents to only pick up their own mail, unless delivering to someone who is unable to do so. Shaun will send out an Alert asking residents to promptly retrieve their packages on day of delivery.

- b. Audit for Y/E 12/31/2025** – Discussion was had whether to have a full audit done or to have a review done. A motion was made by Bob and seconded by Joyce to engage our CPA auditor to conduct a review of the year ending 12/31/2025 for Coach House. The motion passed unanimously.
- c. Carpet cleaning** – A suggestion was made to clean the carpets using either a professional carpet cleaning company or in-house maintenance that uses scotch guard to clean the carpets. A motion was made by Bob and seconded by Joyce that we get three bids from professional carpet cleaning companies that use scotch guard to clean the carpets at Coach House. The motion passed unanimously.

Adjournment: A motion was made by Dan and seconded by Vince to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:00 a.m.

The next regular meeting of the Board will be held on **Thursday, April 16, 2026 at 9:00 a.m. in the party room.**

Respectfully submitted,
Jane Cleary
Secretary