

**COLONIAL VILLAGE II CONDOMINIUM
BOARD OF DIRECTORS MEETING MINUTES
NOVEMBER 14, 2017**

Board Members Present: Chris Cahill, Vice President
Theeng Kok, Secretary
Curtis Cultice, Member at Large

Absent: Blake Surbey, President

Others Present: Chuck Vaughan, General Manager
1 Resident in attendance

I. CALL TO ORDER

The meeting was called to order by Chris Cahill at 7:07 pm.

II. RESIDENT'S FORUM

Resident asked that the Board reconsider entry door lock times and whether some entrances that are predisposed to more foot traffic could be locked sooner than the current timeframe.

III. READING AND APPROVAL OF MINUTES

MOTION: Ms. Kok Moved to approve October minutes. The Motion was seconded by Mr. Cultice and carried unanimously.

IV. REORGANIZATION/SEATING OF NEW OFFICERS

It was the Board's consensus to hold the following positions through October 2018 as follows:

Blake Surbey, President	Chris Cahill, Vice President
Theeng Kok, Secretary	Curt Cultice, Treasurer

Newly elected member Radhika Prabhu regrettably submitted her resignation on November 14, 2017 prior to the start of the Board meeting.

V. MANAGEMENT REPORT

Management presented October financial statements reporting year to date variances, reminding the Board of the auditor's recommendations on best practices of maintaining a surplus between 10-20% in the operating account.

Most contracted projects for year have been completed with the most recent being minor landscaping performed in the Wilson Boulevard courtyard which included relocating some plantings and adding sod. The last project for the year will be carpet cleaning to occur before the end of December.

VI. OLD BUSINESS

Insurance Renewal – Management provided an update that the bidding process is underway for the policy which expires January 2018.

VII. NEW BUSINESS

Landscape Proposals – Management presented a matrix of services offered along with landscape proposals for review along with recommendations and references.

MOTION: Mr. Cultice Moved to accept a proposal from a competitive landscape company. The Motion was seconded by Ms. Kok and carried unanimously.

2018 Draft Budget – Management provided several drafts presenting a variance of assessment increases based on an increases in contracts being considered for approval.

MOTION: Ms. Kok Moved to approve the budget with a 2% increase in assessments. The Motion was seconded by Mr. Cultice and carried unanimously.

VIII. ADJOURNMENT TO EXECUTIVE SESSION

MOTION: Mr. Cahill Moved to adjourn the meeting at 8:01 to Executive Session to discuss delinquencies and or any sensitive matters. The Motion was seconded by Ms. Kok and carried unanimously.

IX. ADJOURNMENT

MOTION: Mr. Cahill Moved to adjourn the meeting at 8:10. The Motion was seconded by Mr. Cultice and carried unanimously.

Next Meeting:

Tuesday, January 16, 2017
CVII Meeting Room – 1701 N. Troy Street

Respectfully Submitted by:
Sonya Rainey, Recording Secretary

Approved by:


Theeng Kok, Secretary

2-20-18
Date