

COLONIAL VILLAGE II CONDOMINIUM
BOARD OF DIRECTORS
MEETING MINUTES
MARCH 21, 2023

Board Members Present: Geoff Lawson, President
Curtis Cultice, Vice President
Eric Breit-Nicholson, Treasurer
Jamia Canlas, Member at Large

Absent: Matthew Woodhouse, Secretary

Others Present: Chuck Vaughan, General Manager

I. CALL TO ORDER

The meeting was called to order at 7:11 PM by Geoff Lawson.

II. RESIDENT'S FORUM

III. READING AND APPROVAL OF MINUTES

**MOTION: Mr. Lawson Moved to approve the February meeting minutes as presented.
The Motion was seconded by Mr. Cultice and carried unanimously.**

IV. MANAGEMENT REPORT

Management encouraged the Board to attend a TownSq training session on March 22nd for those members who were not yet familiar with using basic features such as viewing documents and financial statements or posting announcements.

Financials –December yearend preliminary financials were discussed.

Management Items

The following items have been completed or are in progress since the last reporting period:

- Landscaping –invasive vines/debris removed from ravine area along with mulching and modest pruning.
- Roof Replacements – the shingled roofs of 1752, 1736 Rhodes and 1859 Wilson were completed as scheduled.
- The deferred task list items carried over from 2021 and 2022 will continue to be worked through while the board prioritizes the tasks at this or the next meeting.

V. OLD BUSINESS

Shutter Replacements Project

Management was tasked with providing proposals for consideration at the April meeting for 1) replacing both top and bottom shutters and 2) replacing top shutters only.

Meter Stack Replacements Project

Now that the electrical permit has been received by the association's electrical contractors, Management anticipates getting on Dominion's schedule to replace the meter stack (deferred since 2022) at 1742 Rhodes in early April.

VI. NEW BUSINESS

Dormer Windows Proposal – Management presented a contractor's proposal to repair 44 dormer windows. Identified were 2 rotted wood sills to be replaced along with the removal and replacement of 44 aprons under windowsills.

MOTION: Mr. Lawson Moved to approve the dormer window proposal as presented by Management. The Motion was seconded by Mr. Cultice and carried unanimously.

VII. ADJOURNMENT TO EXECUTIVE SESSION

MOTION: With no further business to discuss, Mr. Lawson Moved to adjourn the meeting to Executive Session at 7:58 PM to discuss sensitive matters, delinquencies, covenants/rules violations. The Motion was seconded by Mr. Breit-Nicholson and carried unanimously.

VIII. RECONVENE TO OPEN SESSION – 8:20 PM

MOTION: Mr. Breit-Nicholson Moved to convene to Open Session at 8:05 PM. The Motion was seconded by Mr. Cultice and carried unanimously.

MOTION: Mr. Breit-Nicholson Moved to write off balances from five settled owner's accounts to the allowance for doubtful accounts. The Motion was seconded by Mr. Cultice and carried unanimously.

IX. ADJOURNMENT

MOTION: With no further business to discuss, Mr. Breit-Nicholson Moved to adjourn the meeting at 8:10 PM. The Motion was seconded by Ms. Canlas and carried unanimously.

Respectfully Submitted by:
Sonya Rainey, Recording Secretary

Approved by:

Geoff Lawson

April 18, 2023

Geoff Lawson, President

Date