

**COLONIAL VILLAGE II CONDOMINIUM**  
**BOARD OF DIRECTORS**  
**MEETING MINUTES**  
**APRIL 18, 2023**

Board Members Present: Geoff Lawson, President  
Curtis Cultice, Vice President  
Eric Breit-Nicholson, Treasurer  
Matthew Woodhouse, Secretary  
Absent: Jamia Canlas, Member at Large  
Management Agent Present: Chuck Vaughan, General Manager

**I. CALL TO ORDER**

The meeting was called to order at 6:49 PM by Geoff Lawson.

**II. RESIDENT'S FORUM**

**III. READING AND APPROVAL OF MINUTES**

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

**IV. MANAGEMENT REPORT**

**Financials** – Yearend financials were presented. Management provided explanations for those line items that were over budget. Overall, the operating total expenditures were 1% underbudget. The 2021 audit's adjusting journal entries were also completed at the same time, which resulted in slight delay of completion.

**Management Items**

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

- Meter Stack Replacement – The meter bank at 1740 N. Troy St. was replaced April 12<sup>th</sup>. The shingled roofs of 1752, 1736 N. Rhodes and 1859 Wilson Blvd. were completed as scheduled. The 1745 N. Troy St meter stack will be coordinated for replacement once permits are obtained by Kolb Electric.
- Dormer Window Repairs – Wood Inserts under dormer windows at various locations were replaced April 6<sup>th</sup> with no issues by contractors.
- Shutters – One of several deferred task list items carried over from 2021 and 2022. Management will solicit bids for replacement while the board prioritizes the remaining tasks.

**V. OLD BUSINESS**

**VI. NEW BUSINESS**

**MOTION:** Mr. Lawson Moved to affirm an electronic vote which occurred on March 30<sup>th</sup> to move some money market funds to an 18-month and/or a 2year FDIC-insured CD as recommended by the association's financial advisor. The Motion was seconded by Mr. Woodhouse 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 7:36 PM to discuss sensitive matters, delinquencies, covenants/rules violations. The Motion was seconded by Mr. Breit-Nicholson and carried unanimously.

**VIII. ADJOURNMENT**

**MOTION:** With no further business to discuss, Mr. Breit-Nicholson Moved to adjourn the meeting at 7:43 PM. The Motion was seconded by Mr. Woodhouse and carried unanimously.

Respectfully Submitted by:  
Sonya Rainey, Recording Secretary

Approved by:

*Matthew Woodhouse*

*May 16, 2023*

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Matt Woodhouse, Secretary

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Date