## NEWPORT PLACE CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES: NOV. 2, 2017

BOARD MEMBERS PRESENT: Jennifer Hathaway, Sheryl McCallum

BOARD MEMBERS ABSENT: None

HOMEOWNERS: Mike Smith

CONTRACTORS: None scheduled

CPMG: Association Manager Lynda Reifman Minutes taken and written by Lynda Reifman

A motion was made by Jennifer Hathaway, seconded by Sheryl McCallum, and passed unanimously, to accept the written resignation of Board member Marc Murray and to thank him for his service to the community.

Board of Directors meeting minutes: The Board approved the Sept. 7, 2017, minutes as written.

## Financial Statement:

The Board reviewed and accepted the September 2017 statement prepared by CPMG.

Association Manager's Report: Lynda Reifman \*A motion was made by Jennifer Hathaway, seconded by Sheryl McCallum, and passed unanimously, to approve the 2018 CPMG management agreement.

\*WDR completed repairs to the front balcony and rear stairs of #211.

\*Annual Meeting notice and 2018 budget was mailed to homeowners on Oct. 9, 2017.

## Board Member Topics:

\*The Board directed Lynda to negotiate with the laundry service company to have the existing washing machines replaced.

\*The Board requested the installation of a one-way sign at the entrance to the community.

Adjournment: 6:25 p.m. to Annual Meeting