

**Penn Towers Homes Association**  
**October 20, 2020**  
**Annual Meeting Minutes**  
**Zoom Meeting Due to Covid-19**

**Call to order** at 6:02 p.m. by Jeff Harms.

**Board Members present:** Jeffrey Harms, Jeanette Shea, Alyssa Porter, Michael Gualtieri and Chance Carlin

**Board Members absent:** None

**CPMG:** Lynda Reifman, President; Mark Dougal, Association Manager; Assistant Rebecca Grogan.

**Certification:**

- Quorum of the members established by 10 homeowners in person and 9 in proxy. Proof of mailing presented by CPMG.

**2019 Minutes:**

- Motion to approve the minutes from 2019 as written was made, seconded and passed unanimously.

**State of the Association Report:**

- Jeff gave a report about Board activities in 2020. These included new access and camera systems and synthetic turf installed out front. It was also mentioned that most of the meetings this year have been over Zoom due to Covid-19.

**Financial Report/Budget Presentation:**

- The financial report was given by Jeff. The 2021 budget was presented with no dues increase.

**Board Member Elections:**

- Mark Dougal announced that there are 2 open Board positions open tonight.
- Jeff Harms and Michael Gualtieri stated that they would stand for re-election.
- There were no nominations from the floor.
- **Motion** to close nominations was duly made, seconded and passed unanimously.
- **Election Results:** Jeff Harms and Michael Gualtieri was elected to the Board of Directors by acclamation. Their terms will end at the annual meeting in 2023.

**Homeowner Forum:** Forum included questions and concerns about:

- Budget questions
- Appreciation to the Board members
- Reserve study a few years old

**Adjournment:** Meeting adjourned at 6:23 p.m.

Minutes approved:

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Board President

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Date