

Penn Towers Homeowners Association
Board of Directors Meeting Minutes
Zoom Meeting – 4:30 PM
September 20, 2022

Meeting called to order at 4:35 pm. by Michael Gualtieri

Board members present: Tim Shea, Jillian McKinney, Michael Gualtieri, Nancy Miller.

Board members absent and excused: None

CPMG Staff: Korey Bueng, Association Manager

Quorum of Board of Managers established. Minutes were taken and transcribed by Korey Bueng.

Homeowner Forum: There was no owner present.

Meeting Minutes: August 16, 2022

- On a motion duly made, seconded and unanimously carried it was resolved to approve the August 16, 2022 minutes as written.

President's Report: Michael discussed increasing security, new call box codes for residents and vendors, and updating the call box.

Association Managers' Report: Korey Bueng

- Korey Bueng gave an update on daily operations.

Old Business/Discussion Items:

- The Board discussed the 2022 annual meeting and upcoming election.

Contracts/New Business:

- The Board discussed the 2023 CPMG contract and no action was taken.
- On a motion duly made, seconded and unanimously carried it was resolved to approve the Advanced Concepts Snow Removal agreement with the parking lot being plowed at 4" and the sidewalks being cleared at 2" of accumulation.

Contract(s) Approved Between Meetings: None

Financials:

- Motion to approve the August 2022 financials prepared by CPMG, was duly made, seconded and unanimously passed, subject to audit.
- The Board discussed the 2023 budget options. On a motion duly made, seconded and unanimously carried it was resolved to adopt the 2023 budget with a 10% increase in assessments as presented.

Hearings: None

Correspondences: None

Executive Session: None

Adjournment: 6:06 p.m.

Next Meeting: October 18, 2022 – 6:00 PM (Annual) – CPMG Lobby

Minutes approved:

Michael Gualtieri, President

Date