SECOND TIMBERS CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES: JULY 8, 2021

BOARD MEMBERS PRESENT: Rebecca Holmberg, Colin McDaniel,

Kelsey Fox

BOARD MEMBERS ABSENT: None HOMEOWNERS: Laura McDaniel CONTRACTORS: None scheduled

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

Meeting called to order at 5:35 p.m. by Rebecca Holmberg. Quorum of Board of Directors established.

Board of Directors meeting minutes:

A motion was made by Rebecca Holmberg, seconded by Colin McDaniel, and passed unanimously, to approve the May 20, 2021, minutes with a correction to one typographical, error, subject to final audit.

Financial Statements:

The Board reviewed and accepted the May and June 2021 statements prepared by CPMG, subject to final audit.

Association Manager's Report: Lynda Reifman

- *Jetting of lower level condominium kitchen access lines scheduled and in progress by All American Drain.
- *Pot hole patching scheduled Aug. 10, 2021, with striping scheduled Aug. 11 and 12, 2021, by APEX. Notices will be mailed to owners and renters of the project.
- *Courtyard lights repaired as required by Summit Property Services.
- *Split rail fence repaired as required by Summit Property Services.
- *Spring 2021 newsletter prepared and mailed by CPMG.

Board Member Topics:

- *Lynda to contact LandTech with direction to make necessary repairs to south side flower bed and mitigate weeds throughout common areas.
- *Lynda to contact Summit Property Services to replace bulbs in Buildings K and H stairwells.
- *MAAX Towing and Monitoring is to continue placing warnings on vehicles with expired license plates and inoperable vehicles.
- *Five Star Janitorial's stairwell sweeping has not been satisfactory.
- *Covenant violation notices to be sent to J3, carport storage; K1, unattended dog on balcony and broken kitchen blinds; K4, carport storage.

Adjournment: 6:15 p.m.

Next Meeting: Sept. 9, 2021