SECOND TIMBERS CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES: SEPT. 9, 2021

BOARD MEMBERS PRESENT: Rebecca Holmberg, Colin McDaniel,

Kelsey Fox

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

Meeting called to order at 5:30 p.m. by Rebecca Holmberg. Ouorum of Board of Directors established.

Board of Directors meeting minutes:

A motion was made by Rebecca Holmberg, seconded by Kelsey Fox, and passed unanimously, to approve the July 8, 2021, minutes with one correction.

Financial Statements:

The Board reviewed and accepted the July and August 2021 statements prepared by CPMG, subject to final audit, with a clarification of a transfer of funds from the reserve to operating account.

2022 Budget:

The Board reviewed 2021 operating expenses to date and considered expected increases in services for 2022. Following discussion, a motion was made by Rebecca Holmberg, seconded by Colin McDaniel, and passed unanimously, to adopt the 2022 budget with no increase in monthly assessments. The budget will be mailed to owners and presented for comment at the Nov. 11, 2021, Board meeting.

Association Manager's Report: Lynda Reifman *FHA recertification process is in progress through the Association's attorney, Moeller-Graf. CPMG is no longer providing FHA re-certification for any of its condominium associations.

- *All American completed lower level kitchen cleanout access lines.
- *Pot hole patching and re-striping was completed by Apex.
 *LandTech Contractors submitted the 2021-22 snow management agreement. A motion was made by Colin McDaniel, seconded by Kelsey Fox, and passed unanimously, to accept the renewal agreement.

Board Member Topics:

- *LandTech Contractors is to be notified that the flower bed on the south side near Building J will need to be planted with shade tolerant plants such as tall grasses in the spring.
 *Summit Services is to conduct an inventory of the tops of balconies for repairs with attention to F10, H12 and L5 and provide a proposal for this project.
- *Summit Services is to make repairs to the dumpster enclosures at Buildings J_{r} F and H.
- *Summit Services is to make repairs to the second floor landing at the south side of Building G.
- *Summit Services is to replace the large exterior light at the south side of Building J.
- *Maax Towing and Monitoring is to be reminded to patrol the parking areas for non-compliant vehicles.

Next Meeting: Nov. 11, 2021

Adjournment: 6:35 p.m.