

**SECOND TIMBERS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES
JULY 18, 2023
5:30 PM
CPMG OFFICES**

1. **CALL TO ORDER & ESTABLISH A QUORUM:** Rebecca Holmberg called the meeting to order at 5:30 pm.

Board Members present: Rebecca Holmberg and Colin Mcdaniel

Board Members absent: Kathleen Oviatt

Minutes taken and transcribed by Virginia Johnson, CMCA, AMS, PCAM

2. **HOMEOWNERS FORUM:** There was 1 owner present. Topics discussed were: parking, and landscaping

3. **BOARD MEETING MINUTES:**

- There were no minutes available from May 16, 2023 meeting

4. **PRESIDENT'S REPORT:**

5. **FINANCIAL REVIEW:**

- **Motion:** to accept the June 2023 financials, prepared by CPMG subject to audit was made by Rebecca Holmberg, seconded by Colin Mcdaniel and passed unanimously
- The Board reviewed the attorney status report and the delinquency report.

6. **UNFINISHED BUSINESS:**

Newsletters: CPMG will send broadcast emails more often as needs arise to inform homeowners of events instead of quarterly newsletters.

Discussion: The Team K bid for building J and K for a total amount of \$4,801.87 is scheduled to start July 24 and 25th.

Informational: Team K: Phase 1 is 2024, Phase 2 is 2025, Phase 3 is 2026 and phase 4 is 2027 for budgeting purposes

Motion: to approve the bid preventative maintenance bid of all buildings kitchen lines and sewer lines for 2700 per building total 16,200 was made by Rebecca Holmberg, seconded by Colin Mcdaniel and passed unanimously.

7. **NEW BUSINESS / TOPICS FROM THE BOARD:**

- **White car in lot may be stolen – please check**
- **Window air conditioner is not allowed**

8. **ITEMS APPROVED BETWEEN MEETINGS:** None

9. **MANAGER'S REPORT:**

Violations/Fines: None

10. **CORRESPONDENCE/ Architectural Requests – None**

11. **ADJOURNMENT: 6:30 pm to executive session**

12. **NEXT MEETING DATES:**

Board Meeting September 19, 2023 – 5:30 pm at CPMG