

RECORD OF PROCEEDINGS

Minutes of a Special Meeting of the Board of Managers of the Springs Condominium Association

Wednesday, August 31, 2022

This special meeting of the Board of Managers of the Springs Condominium Association was held in person on Wednesday, August 31, 2022 at 6:45 p.m.

Attendance:

The following Managers were present:

Melanie Hermes, President
Christine Gazda, Vice President/Secretary
Shawn Gillespie
Barbara Mason
Amy Mathesius

Call to Order and Declaration of a Quorum:

Manager Hermes called the meeting to order at 6:45 p.m. and it was noted that a quorum of the Board was present.

Minutes – August 11, 2022:

Manager Gazda moved to approve the minutes of the August 11, 2022 Board Meeting. Upon second by Manager Gillespie, vote was taken and motion carried unanimously.

2022 Budget:

Managers Hermes and Gazda gave the Board confirmed receipt of all financial records for the last five (5) years from Crystal Property Management and promised to review in the next few weeks, with the goal of setting review of the financial records as the sole agenda item for a future meeting.

Existing Contracts:

Manager Hermes updated the Board on termination of the Sanctuary Landscaping contract and confirmed that the snow removal contract was seasonal only. Manager Hermes added that Crystal Property Management will obtain bids for snow removal in addition to snow shoveling for the 2022-2023 winter season.

SCA Policies:

Manager Gazda updated on the Board on communications with the Association's attorney, Wilton Anderson, regarding new policies required by CCIOA. Manager Gazda added that she will send the new policies, one or two at a time, to the Board for approval next month.

Formation of Committees:

Manager Hermes explained four (4) possible committees and the responsibilities of each. Manager Mason moved to create Finance, Landscape, and Maintenance Committees for the purposes outlined in the meeting agenda. Upon second by Manager Gillespie, vote was taken and motion carried unanimously.

Manager Gazda moved for herself to chair the Finance Committee. Upon second by Manager Gillespie, vote was taken and motion carried unanimously. Manager Hermes moved for Manager Mathesius to chair the Maintenance Committee. Upon second by Manager Mason, vote was taken and motion carried unanimously. Manager Gazda moved for Manager Hermes to chair the Landscape Committee. Upon second by Manager Gillespie, vote was taken and motion carried unanimously.

Manager Comments:

Manager Mathesius asked how frequently the Board will be meeting. The Board agreed it should meet on an as-needed basis.

Adjournment:

There being no further business to come before the Board, the meeting was adjourned at 8:01 p.m.

Approved by SCA Board 10/30/2022

A handwritten signature in black ink, appearing to read "Chad R. Payne", is written over a horizontal line.