**DATE OF MEETING: Tuesday, November 16th, 2021**

**TIME OF MEETING: 6**:00pm

**PLACE OF MEETING**: Via Zoom

**CALL TO ORDER**: The meeting was called to order in the conference room by Toni Giachino at 6:26pm.

**ROLL CALL:** Board members present via Zoom were Toni Giachino, Sabrina Green, Jeff Smith, Jane Taylor & Susan Cabrera. Marie Parra and James Wood were present representing management.

**QUORUM**: A quorum was established with Board members present via Zoom were Toni Giachino, Sabrina Green, Jeff Smith, Jane Taylor & Susan Cabrera. Marie Parra and James Wood were present representing management.

**PROOF OF NOTICE:** Jane Taylor verified that the notice of meeting posted for all the owners.

The reading of the minutes of October 15th, 2021, were waived, a motion to waive the reading by Toni Giachino & Seconded by Jane Taylor

**UNFINISHED BUSINESS & NEW BUSINESS**:

* The Financial & delinquent report was reviewed.
* Management discussed all repairs completed to date as listed on the Manager’s report.
* Erosion Update – Currently still have one estimate from Aquagenix, awaiting estimate from Credence construction.
* Discussed Office A/C repair estimates, Total Air - $10,441; Rosensteel Air Conditioning - $5,645.00; Divine Air & Heating - $8,200. Susan Cabrera made a motion to approve Rosensteel Air Conditioning at$ 5,645.00, Seconded by Sabrina Green.
* Maintenance Golf Cart Replacements estimates, Golf Cart Systems $6,527.00 & Capital Golf Cart $ 6,695.00. Toni Giachino made a motion to approve Golf Cart Systems at $6,527.00 Seconded by Susan Cabrera.
* Tree trimming by building 9 & 10 was discussed. Two estimates reviewed Murray’s Tree Service at $5,600 & PGM also at $5,600. Motion made by Susan Cabrera to approve Murray’s Tree Service at $5,600 & Seconded by Jane Taylor.
* Discussion opens to owners for their opinions and concerns.

The next Board Meeting will be December 14th

There being no further business to be discussed, Toni Giachino made a motion to adjourn the meeting. Susan Cabrera seconded the motion. All in favor, meeting adjourned at 6:53 pm.

PREPARED BY: Jane Taylor

 **Jane Taylor 11/26/21**

 **Jane Taylor** DATE

**APPROVED MINUTES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 DATE