

Charter Town Homes Condo Association
Board of Director Meeting - May 11, 2021
Minutes of Meeting

Meeting called to order at 5:02 PM

Roll Call: Ed Oddo, Sam Macleod, Maggie Bishop, Barbara Holmes, Carolyn Oddo and Amy Kennison present.

Community Members present: Daniel Hurd

❖ **Approval of Meeting Minutes, 2/11/2021**

Motion to approved, seconded. Passed 5-0

❖ **Open Session**

n/a

❖ **Old Business**

-Step Replacement. The steps for Units 11, 12, 13 & 5 have been installed. The Step Guys will return to level up steps at Unit #5.

-Swale work. Work to improve the drainage from the mailboxes (11-20) down through the property was approved.

Motion to approved, seconded. Passed 5-0

❖ **New Business**

-Paving. The Board reviewed options to start the paving on the property. A 3-year plan was presented, discussed, and approved.

Motion to approved, seconded. Passed 5-0

-Gutter & Roof Work. This item has been pushed to the next agenda for discussion. Ed did distribute a list of items needing to be addressed by unit and a couple of property projects to keep in mind. The Board members will review and discuss further at out next meeting.

-Pollinator Garden. The Board briefly discussed the request to create a pollinator garden. Due to lack of knowledge and awareness, the Board has requested further details regarding the project. To be discussed at a later meeting.

-Property Management discussion. The Board members have agreed that the past year of self-managing our property has been successful. Different items discussed, around Board meeting schedules, responsiveness to the community, community engagement. More to come on this topic.

-Remaining Work & Budget. This item has been pushed to the next agenda for discussion.

-Annual Meeting. Saturday, August 14, 2021 has been set aside for the Annual Meeting. Amy will send a "Save the Date" email to the Owners.

❖ **Financial Update.**

Current (2/11) Operating Expense: \$1,260

Current (2/11) Reserve Fund: \$96,508

Next Meeting: June 22, 2021

Motion made, seconded, and approved, 5-0, to adjourn meeting at 6:00 pm.