

**CHARLESTON PLACE ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES  
January 14, 2023  
6:30 PM  
Zoom**

- 1. CALL TO ORDER & ESTABLISH A QUORUM:** Kristen Triemstra called the meeting to order at 6:30 pm.

**Board Members present:** Kristen Triemstra, Louise Jones-Berry and Alex Schubert, Orlando Croft, Jessie Huarez, Cecily McCarthy, Gabe Lira

**Board Members absent:** none

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

- 2. HOMEOWNERS FORUM:** There were 5 owners present. Topics discussed were: security, fences and potholes

**3. BOARD MEETING MINUTES:**

- **Motion:** to approve the November 14, 2022 minutes as written was made by Kristen Triemstra, seconded by Louise Jones-Berry and passed unanimously.

**4. PRESIDENT'S REPORT:**

**5. FINANCIAL REVIEW:**

- **Motion:** to accept the preliminary December 2022 financials, prepared by CPMG subject to audit will be accepted via mail by Monday to allow board members extra time with the year end 2022.
- The Board reviewed the attorney status report and the delinquency report.

**6. UNFINISHED BUSINESS:**

Newsletters: Gabe Lira will collect topics and work with Newsletter committee

Discussion: the 2023 Landscape Contract was tabled until February to allow board members time to review

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

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

- 9. MANAGER'S REPORT:** Managers report of daily operations was reviewed by the Board. Board will take over manager's report and CPMG will provide a shorter version in packets.  
**Violations/Fines:** None

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

**11. SET NEXT MEETING DATES:**

**Board Meeting** February 13, 2023 – 6:30 pm at Clubhouse

**12. EXECUTIVE SESSION:**

- 13. ADJOURNMENT** – The meeting was adjourned at 8:10 pm.