

**CHARLESTON PLACE ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES
October 10, 2022
6:30 PM
Clubhouse**

1. **CALL TO ORDER & ESTABLISH A QUORUM:** Kristen Triemstra called the meeting to order at 6:35 pm.
Board Members present: Kristen Triemstra, Louise Jones-Berry and Alex Schubert.
Board Members absent: Brenda Gies, Olivia Omega
Minutes taken and transcribed by Virginia Johnson, CMCA, AMS, PCAM
2. **HOMEOWNERS FORUM:** There were 18 owners present. Topics discussed were: Lights, gutters, asphalt, pot holes, gutters, Bulletin Board, large item pick up -
3. **BOARD MEETING MINUTES:**
 - **Motion:** to approve the September 13, 2022 minutes as written was made by Kristen Triemstra, seconded by Alex Schubert and passed unanimously.
4. **PRESIDENT’S REPORT:** We are still through the action items and thanks to homeowners for support of board and thank you to board for all your work. Thanks for attending the meeting it is great to see everyone here.
5. **FINANCIAL REVIEW:**
 - **Motion:** to accept the September 2022 financials, prepared by CPMG subject to audit was made by Alex Schubert, Seconded by Louise Jones-Berry and passed unanimously.
 - The Board reviewed the attorney status report and the delinquency report.
6. **UNFINISHED BUSINESS:** None
7. **NEW BUSINESS / TOPICS FROM THE BOARD:**
 - 2023 Budget is being worked on by the board – tabled until November Meeting
8. **ITEMS APPROVED BETWEEN MEETINGS:**
 - Five Star Pet Station and trash contract
9. **MANAGER’S REPORT:** Managers report of daily operations was reviewed by the Board.
Violations/Fines: None
10. **CORRESPONDENCE/ Architectural Requests - None**
11. **SET NEXT MEETING DATES:**
Board Meeting November 14, 2022 – 6:30 PM – zoom
12. **ADJOURNMENT** – The meeting was adjourned at 8:08 pm.
13. **EXECUTIVE SESSION:** None