

**Penn Towers Homes Association**  
**October 16, 2019**  
**Annual Meeting Minutes**  
**Charlie Brown's Bar and Grill**

**Call to order** at 6:05 p.m. by Jeff Harms.

**Board Members present:** Jeffrey Harms, Jeanette Shea, Alyssa Porter and Chance Carlin

**Board Members absent:** Michael Gualtieri

**CPMG:** Lynda Reifman, President; Mark Dougal, Association Manager; Assistant Sylvia Marshall.

**Certification:**

- Quorum of the members established by 8 homeowners in person and 6 in proxy. Proof of mailing presented by CPMG.

**2018 Minutes:**

- The minutes from 2018 were lost from the computer Michael wrote them on when it crashed. Therefore they could not be voted on or approved.

**State of the Association Report:**

- Jeff gave a report about Board activities in 2019. He stated the Board has installed new security cameras as well as a new entry system that residents can use a key card or fob to enter. He also stated that in 2020 the Board would be looking into new landscaping ideas, including the possibility of artificial turf and a new sprinkler system.

**Financial Report/Budget Presentation:**

- The financial report was given by Jeff and Mark. The 2020 budget was presented with no dues increase.

**Board Member Elections:**

- Mark Dougal announced that there is one open Board position open tonight.
- Jeanette Shea stated that she would stand for re-election.
- There were no nominations from the floor.
- **Motion** to close nominations was duly made, seconded and passed unanimously.
- **Election Results:** Jeanette Shea was elected to the Board of Directors by acclamation. Her term will end at the annual meeting in 2022.

**Homeowner Forum:** Forum included questions and concerns about:

- Budget questions
- Storage area messy
- Elevator/elevator buttons very dirty

**Adjournment:** Meeting adjourned at 6:42 p.m.

Minutes approved:

---

Board President

---

Date