

Penn Towers Homeowners Association
Board of Directors Meeting Minutes
Zoom Meeting – 4:30 PM
April 20, 2021

Meeting called to order at 4:30 pm. by Jeffrey Harms

Board members present: Jeffrey Harms, Chance Carlin and Jeannette Shea

Board members absent and excused: Alyssa Porter and Michael Gualtieri

CPMG Staff: Mark Dougal, Association Manager CMCA, AMS.

Quorum of Board of Managers established. Minutes were taken and transcribed by Mark Dougal.

Homeowner Forum: There were no owners present.

Meeting Minutes: March 16, 2021

- On a motion duly made, seconded and unanimously carried it was resolved to approve the March 16, 2021 minutes as written.

President's Report: N/A

Association Managers' Report: Mark Dougal

- Mark Dougal gave an update on daily operations.

Old Business/Discussion Items:

- The Board discussed the upcoming spring projects. The Board will be replacing the old BBQ grill and placing new flower pots in the common area.

Contracts/New Business:

- On a motion duly made, seconded and unanimously carried it was resolved to deny unit #401's request to waive their bill back charge.

Contract(s) Approved Between Meetings:

- Water heater replacement – Complete Plumbing - \$26,401.03

Financials:

- **Motion** to approve the March 2021 financials prepared by CPMG, was duly made, seconded and unanimously passed, subject to audit.

Hearings:

Motion to access the following fines was made, seconded and passed unanimously. None

Correspondences: None

Executive Session: None

Adjournment: 5:02 p.m.

Next Meeting: May 18, 2021 – 4:30 PM – Zoom Meeting

Minutes approved:

Jeffrey Harms, President

Date