

Penn Towers Homeowners Association
Board of Directors Meeting Minutes
Charlie Brown's – 4:30 PM
May 21, 2019

Meeting called to order at 4:33 pm. by Jeffrey Harms

Board members present: Jeffrey Harms, Jeannette Shea, Michael Gualtieri and Alyssa Porter

Board members absent and excused: None

CPMG Staff: Mark Dougal, Association Manager CAM, 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 19, 2019 (No meeting in April)

- On a motion duly made, seconded and unanimously carried it was resolved to approve the March 19, 2019 minutes as written.

President's Report: N/A

Association Managers' Report: Mark Dougal

- Mark Dougal gave an update on daily operations.

Old Business:

- The Board discussed the vacancy on the Board. There was no one in attendance interested in joining the Board at this time.

Contracts/New Business:

- The Board accepted Randal Fetzter's resignation
- On a motion duly made, seconded and unanimously carried it was resolved to approve the bid from Alpine Electronics for the installation of a new entry system in the amount of \$3,768.00 and the installation of security cameras around the building in the amount of \$9,685.94.

Contract(s) Approved Between Meetings:

- Sweetlawn's landscaping contract
- Big Daddy's Towing contract

Financials:

- **Motion** to approve the April 2019 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:

The 2019 CPMG/Homewise rates were reviewed by the Board.

Executive Session: None

Adjournment: 5:51 p.m.

Next Meeting: June 18, 2019 at 4:30 PM – Charlie Brown’s

Minutes approved:

Jeffrey Harms, President

Date