

Penn Towers Homeowners Association
Board of Directors Meeting Minutes
Zoom Meeting – 4:30 PM
June 21, 2022

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

Board members present: Jeffrey Harms, Nancy Miller, Tim Shea, Jillian McKinney and Michael Gualtieri

Board members absent and excused: None

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: May 17, 2022

- On a motion duly made, seconded and unanimously carried it was resolved to approve the May 17, 2022 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 roof leak status. There have been no new roof leaks reported recently. Mark and the Board will meet with Gordon's replacement soon from Western Roofing.

Contracts/New Business:

- The Board discussed a power wash and seal coat bid from Front Range. The Board asked that they re-submit in 2 separate bids.
- The Board reviewed a tree removal bid from Academy Arborist. This was tabled so the Board can find out what trees the city allows to be planted in its place and to add trimming the dead out of the courtyard tree to the bid.
- On a motion duly made, seconded and unanimously carried it was resolved to approve the 2021 audit prepared by Dale Weidner and Company LLC.
 - The Board also unanimously votes to waive the payback of the interfund balance in full per note 4 of the 2021 audit.
- On a motion duly made, seconded and unanimously carried it was resolved to approve the policy updates recommendation bid from Orten Cavanagh Holmes and Hunt.

Contract(s) Approved Between Meetings: None

Financials:

- **Motion** to approve the May 2022 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: 5:47 p.m.

Next Meeting: July 19, 2022 – 4:30 PM - Zoom

Minutes approved:

Jeffrey Harms, President

Date