

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

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

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

**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 was 1 owner present. She was there to listen and observe.

**Meeting Minutes:** June 15, 2021

- On a motion duly made, seconded and unanimously carried it was resolved to approve the June 15, 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 future of energy use at Penn Towers including possible car charging stations and solar panels.

**Contracts/New Business:**

- The Board reviewed the 2022 budget options prepared by CPMG. The Board will take some time to review the options and vote over email or at the August meeting.
- The Board reviewed the insurance renewal from Assured Partners. The Board had a few questions they wanted the broker to answer before they approve the renewal. Once their questions are answered they will vote to approve over email.

**Contract(s) Approved Between Meetings:** None

**Financials:**

- **Motion** to approve the June 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:** 5:18 p.m.

**Next Meeting:** August 17, 2021 – 4:30 PM – Zoom Meeting

Minutes approved:

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Jeffrey Harms, President

Date