SECOND TIMBERS CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES: JULY 10, 2017

Contractor: Heather Satterfield, Cowboy Mowing Heather provided the Board with a list of completed and in-progress grounds maintenance projects. The Board requested additional proposals to improve the grounds.

Board of Directors meeting minutes: The Board approved the May 8, 2017, minutes as written.

Financial Statements: The Board reviewed and accepted the May and June 2017 statements prepared by CPMG, subject to audit.

Association Manager's Report: Lynda Reifman *The Board denied a request for carpet cleaning reimbursement Submitted by G1. The request explained that a line backup created the necessity to have the carper cleaned. The Association paid for the clearing of the line and is not responsible cleaning the carpet. *APEX completed parking area sweeping and re-striping on June 20, 2017. *The Board agreed to table a proposal submitted by Pro-Way to wash the buildings' entryways and stairwells. *A motion was made by Rebecca Holmberg, seconded by Kelsey Fox, and passed unanimously, to ratify CPMG's proposal to apply for FHA certification. *A motion was made by Kelsey Fox, seconded by Rebecca Holmberg, and passed unanimously, to ratify the Cowboy Mowing proposals. *CPMG prepared and mailed to residents on May 18, 2017, the SPRING 2017 newsletter. Next Meeting: Sept. 12, 2017 Adjournment: 6:15 p.m.