

Willow Trace Townhomes
Board of Directors Meeting Minutes
January 11, 2022
Via Zoom at 6:00 PM

Board members present: Bob Comfort, Karen Slicker, Vanessa Holmes and Chris Porter

Board Members absent and excused: Vicki Mobus

CPMG: Debra Vickrey, AMS, PCAM – Association Manager

Quorum of Board of Directors established. Meeting called to order at 6:00 PM. by Bob Comfort. Minutes were taken and transcribed by Debra Vickrey.

Election of Officers:

- **Motion** to elect the following officers was made by Chris Porter, seconded by Bob Comfort and passed unanimously:
 - Vanessa Holmes, President
 - Bob Comfort, Vice President
 - Karen Slicker, Treasurer

Minutes:

- **Motion** to approve the October 11, 2021 minutes was made by Karen Slicker, seconded by Vanessa Holmes and passed unanimously.

Homeowner Forum: No attendees

Presidents Report: Bob Comfort

- As outgoing President Bob spoke about snow removal, landscaping, and several other operational matters.

Association Manager's Report: Debra Vickrey

- Update on monthly operations.

Discussion Items:

- CPMG presented the Board with an updated fees list for buyers/sellers
- The Board agreed to have a workshop to revise and clarify the rules and regulations.
- **Motion** to assign the following board member terms was made by Bob Comfort, seconded by Vanessa Holmes and passed unanimously;
 - Vicki Mobus, Vanessa Holmes and Chris Porter - 2 year term
 - Karen Slicker and Bob Comfort – 1-year term

Contract Proposals: None

Financials/Legal:

- **Motion** to accept the October – November 2021 financials presented by CPMG, subject to audit, was made by Bob Comfort, seconded by Karen Slicker and passed unanimously.
- The Board requested a meeting with the RBC broker regarding the investments.

Next Meeting: March 8, 2022

Adjournment: 7:04 PM.

Minutes approved:

<i>Vanessa J Holmes</i>	03/11/2022
_____ President	_____ Date