

CHARLESTON PLACE ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES

April 11, 2022

CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 6:35 p.m., in person at the on-site clubhouse.

In attendance were thirteen homeowners, Board Members Kristen Triemstra, Brenda Gies, Olivia Omega and Louise Jones-Berry. Alex Schubert was elected in this meeting.

Monique Diego was present representing Service Plus Community Management.

HOMEOWNER FORUM

1. Security
2. Clubhouse
3. Security Cameras on property
4. Parking, Towing and Notices
5. Unit exterior repairs

APPROVAL OF MINUTES

The Board of Directors reviewed the minutes of the February 14, 2022, meeting. A motion was made and seconded to approve the minutes as submitted. The motion carried.

FINANCIAL STATEMENTS

Financial statements for January- February 2022, were presented. A motion was made and seconded to approve the statements as submitted. The motion carried.

ASSOCIATION BUSINESS

- Board Member Positions- A motion was made and seconded to elect Alex Schubert to the board, making the board a 5-member board. The motion carried. The board unanimously agreed to cap the current board at 5-members.
- Communications Committee- The board unanimously elected Francesca Lopez as the Communications Committee Chair.
- 2022 Landscape Contract Renewal- A motion was made and seconded to approve the Landtech proposal for \$24,724. The motion carried.
- Front Door Painting- A motion was made and seconded to approve the Lift Services proposal for \$175 per door. The motion carried.
- Pool Repair- SP to get updated proposals for the 2022 Season.
- Clubhouse- The repairs are to be scheduled to begin in April.
- Entrance Gate- The board reviewed the gate proposal from Lift Property Services for \$35,000. SP to get additional bids.
- Insurance Claim Appeal: Roof & Siding- Discussed in Executive Session.

REPORTS

- Compliance Report- Reviewed
- Work Orders- Reviewed

EXECUTIVE SESSION 7:37-8:05pm

The board discussed legal, contract and insurance matters.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 8:05 p.m.
The next meeting will be Monday, May 16, 2022 at 6:30 p.m. via Microsoft Teams.