## NEWPORT PLACE CONDOMINIUMS ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES: FEB. 2, 2017

BOARD MEMBERS PRESENT: Jennifer Hathaway, Marc Murray,

Sheryl McCallum

BOARD MEMBERS ABSENT: None

HOMEOWNERS: None

CONTRACTORS: None scheduled

CPMG: Association Manager Lynda Reifman Minutes taken and written by Lynda Reifman

Board of Directors meeting minutes:

A motion was made by Jennifer Hathaway, seconded by Marc Murray, and passed unanimously, to approve the Oct. 6, 2016, minutes as written.

## 2016 Annual Meeting minutes:

The Board reviewed the 2016 Annual Meeting minutes. These minutes will be presented to the membership for approval at the 2017 meeting.

## Financial Statement:

The Board reviewed and accepted the December 2016 statement prepared by CPMG.

Association Manager's Report: Lynda Reifman

- \*A motion was made by Marc Murray, seconded Jennifer Hathaway, and passed unanimously, to approve CPMG's 2017 management agreement.
- \*A motion was made by Sheryl McCallum, seconded by Jennifer Hathaway, and passed unanimously, to ratify the repairs in #101 caused by an underground line break inside the condominium.
- \*A motion was made by Marc Murray, seconded by Sheryl McCallum, and passed unanimously, to ratify the sewer line repairs inside 3101, #114, and #109.
- \*A motion was made by Jennifer Hathaway, seconded by Marc Murray, and passed unanimously, to approve the flat roof replacement proposal submitted by WDR.
- \*A motion was made by Sheryl McCallum, seconded by Jennifer Hathaway, and passed with Marc Murray, owner of #223 abstaining, to approve the deck replacements at #223 and #203.

## Board Member Topics:

\*The Board requested Lynda Reifman to contact Bruce Nichols and have the laundry room heater settings marked on, off and medium.

\*The Board noted the top dryers in the laundry room do not appear to be level. Lynda Reifman will report this to the laundry contractor for investigation and resolution.

Adjournment: 6:55 p.m.