

# The Francesca

Board of Directors Meeting  
Tuesday, December 3, 2019 - 6:00pm (Building lobby)

## MINUTES

M/S/C: Motioned/Seconded/Carried

X/Y/Z: Ayes/Nays/Abstain

- I. Meeting called to order: 6:04pm
- II. Attendees (quorum established)
  - A. HOA: E. Buie, A. Rodriguez, R. Perrillo, R. Faussner (Absent: K. Ewald)
  - B. Hill: M. Matre
- III. Approved minutes: November 5, 2019 M/S/C 4/0/0
- IV. Tabled acceptance of financial report: Sep 2019 M/S/C 4/0/0
- V. Action items
  - A. Approved unit 303 application for two dogs M/S/C 4/0/0
  - B. Disapproved requests for plumbing repairs M/S/C 4/0/0
    - i. Unit 503 plumbing repair cost (common area pipe) \$495
    - ii. Unit 401 tub repair \$2,537
  - C. Disapproved Fireplace Safety Services inspection-only quote (\$17,690) M/S/C 4/0/0
  - D. Approved additional inspection of fireplaces in units 105/302 M/S/C 4/0/0
  - E. Ratified Lisa Dowling (project manager) proposal for 2020 garage work (initial cost of \$5,600) M/S/C 4/0/0
  - F. Approved Reserve Analysis Consulting to conduct 3-yr site study in Feb 2020 (\$6,500) M/S/C 4/0/0
  - G. Rescinded approval from Nov to transfer \$200k from operating to reserve account M/S/C 4/0/0
  - H. Disapproved reversal of \$1000 'bad debt' entry from CPM M/S/C 4/0/0
  - I. Approved delegating holiday bonus plan for staff to A. Rodriguez & E. Buie M/S/C 4/0/0
- VI. Confirm next meeting(s): 12/9 holiday party; 12/12 meeting to approve SB323 Election Rules
- VII. Meeting adjourned: 8:16pm
- VIII. Executive Session: None held

Respectfully submitted:  M. Matre

Approved by:  Date: 11/6/20

K. Ewald, Secretary