

Brooktree Townhouses Homeowners Association
Board Meeting Minutes
November 5th, 2020
Teleconference
3:30 p.m.

Board Members Present:

Tara Closky
Karen Perez
Lisa Byther
Carlos Molina

Owners Present:

Greg McGinnis
Krista Baumgartner

Caretaker Present:

Josef Lehner

Management Present:

Abel Vega

Karen called the meeting to order at 3:35PM.

Review/Approve Board Meeting Minutes

Karen moved to approve the last meeting minutes. Carlos second. All were in favor.

Old/New Business

VMC Items

Abel stated there is an issue with pooling water by unit 120D due to the roof drain in this area. The Board had discussed possible repair options. Josef Lehner stated he will perform a repair to this area.

Caretaker Update

Josef stated he fixed the B-building stairwell lights. D & C lights are working. Josef stated he is still in the process of cleaning up construction debris. Carlos asked about the lights for A-building. Josef stated he is following up with the electrician about these lights.

Construction Update

Karen stated the Board has come to a standstill on all roofs and hopes to get started soon. Karen reviewed the invoice on interior work from Double Black Diamond and stated the Board will need to decide how they would like to inspect the work. Karen stated Jace Management is no longer able to complete their scope of work. John Cona has a list of items that need to be done to meet the town requirements. Karen stated there was a notice of an attempt to file a lien that was issued. The Board will look to get more information.

Fireplace Inspections

Lisa stated some owners opted out of inspections. There was also a miscommunication between two units where one unit that opted out was serviced and another unit that opted in was not serviced. Lisa stated she was working with these owners to ensure the proper unit was serviced.

Election of Officers

The Board discussed and voted on officers. The Board of Directors will consist of the following officers:

- President – Karen Perez
- Vice President – Tara Closky
- Treasurer – Carlos Molina
- Secretary – Brent Black
- Member at Large – Lisa Byther

Next meeting will be December 3rd, 2020 at 3:30pm.

Meeting adjourned at 4:25pm.