

TAYLOR SQUARE CONDOMINIUM ASSOCIATION, INC.

Board of Directors Meeting
February 14, 2023 @ 12:00 PM

MINUTES

Attendance

Board Members present were Scott Robinson, Leslie Avery, Trent Bonnett & Elaine Puente
Guardian Association Management Staff Present: Samantha Jackson, CAM
Owners: Brooke Bonnett (207), Carlos Rodriguez (203) Jonathan Whitney (208), and Ilene Louviere.

Location

The meeting was held via Zoom only.

Call to Order & Quorum

The meeting was called to order at 12:01 PM. Quorum was established with all 4 Board Members present.

Discussion

Scott prepared and presented a PowerPoint presentation with background and summary of proposed roof work & AC Unit replacement to be completed in March 2023.

- The main roof was replaced in December 2022 exhausting the reserve funds available for the completion of the flat section of the roof.
- Additional flat roof area is at end of life and is proposed to be replaced over Spring Break

The cost of maintenance and current cost of labor in economy calls for the Board to consider a special assessment in the amount of \$43,000.00.

Access to all 23 units is required for completion as all Units AC's will be replaced; Guardian will work on a game plan for keys.

- Jonathan noted concern with access through unit 208.
- Brook noted concern with long term access and compliance with Mia's Law; electronic code system to be considered.

Consideration of Special Assessment

Leslie made a MOTION to approve a special assessment in the amount of \$43,000.00 to be divided among the 23 Unit Owners in one lump sum payment based on square footage owned per the Declaration of Condominium. It was seconded by Elaine and approved unanimously.

The special assessment was approved with the following terms:

- Due date 4 weeks (28 days) from Notice of Approved Special Assessment to the membership. (Guardian to send letter out no later than Friday, February 17, 2023)

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- Board approved 28-day payment schedule (If letter is sent on Feb 17, the due date shall be March 17)
- Board approved late fee applying if over 7 days late; 10% fee and 18% interest to apply.

Management was asked to prepare the amounts due per Unit. Samantha Jackson will send Board the totals and calculations following the meeting.

With no further business, the meeting was adjourned at 12.42 PM.

Respectfully submitted by Samantha Jackson, Guardian Association Management