

# **Mission Hills Condominium Association**

## **Board of Directors Meeting Minutes**

A meeting was held on Wednesday, January 19, 2021, at the Ameri-Tech offices and on Zoom.

### **I. Call Meeting to Order**

- A. The meeting was called to order at 1:30 PM by Eudora Partridge, President, who also acted as chair for the meeting.

### **II. Roll Call**

- A. Debbie Higgins, Secretary, took roll call. Present were:
  - 1. Eudora Partridge, President
  - 2. Kay Hunt, Vice President (via Zoom)
  - 3. Regina Hickey, Treasurer (Absent)
  - 4. Debbie Higgins, Secretary (via Zoom)
  - 5. Art House, Member at Large (via Zoom)
  - 6. John Prokopovich, Maintenance Supervisor (via Zoom)
  - 7. Helen Strupczewski, Documents Committee (via Zoom)
- B. A quorum was established.
- C. Also in attendance at Ameri-Tech were:
  - 1. James Mateka, Ameri-Tech Property Manager
  - 2. Edsel Palaez, Resident
  - 3. Kevin and Cheryl Acton, non-resident Property Owners
  - 4. Christine Picard, Resident
  - 5. Jeanne Eldridge, Resident
  - 6. Sue Rousset, Resident
  - 7. Mike Spooner, Resident
  - 8. Jeff and Arlene Dutre, Residents
- D. There were five residents observing on the Zoom call.

### **III. Meeting Minutes**

- A. Debbie moved to waive the reading of the minutes from the BOD Meeting held November 17, 2021, and accept them as written, and the motion was seconded by Kay; a vote was taken, and the motion passed unanimously.

### **IV. Treasurer's Report**

- A. Regina reported the following for the month of December:
  - 1. Income: \$223,574
  - 2. Expenses: \$253,458
  - 3. Over by: \$ 29,884 (as of December 31<sup>st</sup>)
  - 4. YTD Over by: \$ 29,936 (due to insurance/wiring issues/tree replacement)
  - 5. Assessments: \$ 1,414 (still unpaid; it's in the attorney's hands for collection)

## **V. Maintenance Report**

- A. Report by John Prokopovich, Maintenance Supervisor:
  - 1. John thanked the Board for all that has been accomplished in 2021.
  - 2. All fire extinguishers have been inspected and we are in compliance.
  - 3. Renovation of the ladies' room is complete; a new door will be installed whenever it arrives...possibly in February.
  - 4. They are working on the men's room renovation now.
  - 5. We saved \$63,000 on the gas project last year.
  - 6. Three of the five roofs that remain to be replaced have contracts signed.
  - 7. The Bingo machine is broken and a part has been ordered; it should arrive and be repaired in time for Bingo next Monday.

## **VI. Committee Reports**

- A. Documents Committee – Helen Strupczewski
  - 1. We had informational meeting in January and attendance was low, but they were very interested in what was being presented.
  - 2. There will be three amendments presented on the ballot for the membership to vote on in March.
  - 3. One more submission will be reviewed by the Committee next month.
  - 4. Anyone interested in an amendment to the by-laws can access the form on the website; this is a long process, so those expressing interest must be patient with the process.
- B. Compliance Committee – Jim Mateka
  - 1. Copies of all violations were provided to the Board.
  - 2. There will be three more added by February 1<sup>st</sup>; one owner is advertising their unit as an Air B-n-B, which Jim is in the process of addressing.

## **VII. New Business**

- A. Debbie addressed the upcoming Candidate Meet and Greet that is scheduled for Thursday, February 10<sup>th</sup> at 6:30 PM in the Clubhouse; it will not be on Zoom.
- B. Eudora explained to the new candidates in the room how the meeting works.
- C. There are now a total of 10 candidates for the March election, and the ballots will be mailed out on January 28, 2022.

## **VIII. Resident (Gallery) Questions**

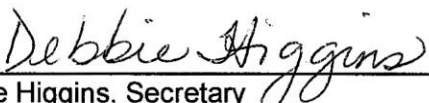
- A. The gallery was asked if there were any questions relevant to the agenda; all questions presented by the gallery were of a personal nature and were not appropriate for the minutes.

## Mission Hills Condominium Association Board of Directors Meeting Minutes

Page 3 of 3

### IX. Adjourn Meeting

- A. Art made a motion to adjourn the meeting, and it was seconded by Debbie; a vote was taken and the motion passed unanimously.
- B. There being no further business to discuss, the meeting was adjourned at 2:22 PM.

  
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Debbie Higgins, Secretary