

HUNTER'S SQUARE AT CEDAR CREST COMMONS CONDOMINIUMS
BOARD OF DIRECTORS MEETING

Meeting Minutes
November 21, 2023

I. Call to order

Secretary Nancy Creel called to order the regular meeting of the Hunters Square Board of Directors at 7:04 p.m. on November 21, 2023, via Zoom conference call.

II. Board Members Attending

Board Members: Suzanne Allen, Nancy Creel, and Romina Peinado Wagner.
Burke Management Group: Joyce Mullins and Robbie Terrant.
Residents and Guests: Michael Youlen, John Miller and Marta Kiel.

III. Open Forum

No Open Forum held.

IV. Community Police Report

Michael Youlen submitted his report for October 17, 2023, to present.

V. Approval of the October 17, 2023, Minutes

The minutes of the October 17, 2023, Board meeting was reviewed previously by email. Motion to pass the October minutes was made by Suzanne and seconded by Romina. Motion is passed.

VI. Financial Report

Management and the Board reviewed the October 31, 2023, financial report. The Association operating account balance is \$186,017.10, total investments are \$103,653.12. Total assets are \$357,369.04.

VII. Old Business

a) Maintenance/Repairs Update

- October 23 – Turner stripped and treated then repainted interior unit doors at 9370 Caspian Way, 101 & 102; 9350 Caspian Way, #302; and 9360 Caspian Way, #302.
- Turner continues to inspect and replace lights that have gone out, particularly 9240 Caspian Way and around dumpster area.
- Vortex sealed all entry points around a/c lines and condensation lines and placed gravel in big holes where critters were digging around exterior foundations. On November 13, Vortex inspected all rodent stations and re-baited as needed.
- Management continues to monitor and remove trash located in front of and around dumpsters.
- Towing performed by DTR on vehicles referred by Mike Youlen.

- b) Entry Door Security –Installation is complete. Management will be contacting owners/residents by mail after Thanksgiving to set up each account access before activation of the system, which activation will occur no later than December 31, 2023. Management will also post notices to inform residents and owners.

VIII. New Business

No new business.

IX. Executive Session

Motion was made by Nancy to adjourn to Executive Session for legal discussion at 7:23 p.m.

X. Open Session

The Board returned to open session at 7:39 p.m.

The Board reviewed the proposed 2024 Budget with no increase. Suzanne motioned to accept the proposed 2024 Budget which was seconded by Nancy. The motion is passed. Management will be mailing to owners.

XI. Adjournment

Suzanne made a motion to adjourn which was seconded by Nancy and the meeting was adjourned at 7:50 p.m.

Minutes submitted by: Nancy Creel, Secretary

Minutes approved by: _____