

**Embassy Park Condominium, Inc.**  
**BOARD OF DIRECTORS MEETING**  
**PLACE: Conference call in number: 515-739-1030 Meeting ID: 728-873-331**  
**Unit 202**  
**September 11, 2018**  
**OFFICIAL MINUTES**

The meeting was called to order at 7:01 pm by Ed Walker, President.

Directors Present: Ed Walker, Dian Vujovich, Darlene Crawford, June Howard, Phil Yorston, Chey Griffith and Nestor Daneri

Directors Absent: Orfelía Mayor

Management Present: Laura Carlisle, LCAM Sea Breeze CMS.

The Board discussed the special assessment and stated that another notice will be mailed out to define how the funds will be utilized. The board of members voted to cancel the last special assessment and reissue a new special assessment. There is no new payment at this time and anyone who did pay will be credited.

MOTION: Darlene Crawford made a motion seconded by Dian Vujovich to cancel the 2016 special assessment.

The roof report from Therma-seal came in. The Board will review the report.

The Board reviewed the minutes from the August 7, 2018 Board of Directors meeting.

MOTION: Dian Vujovich made a motion seconded by Ed Walker to approve the August 7, 2018 Board of Directors meeting minutes. The motion carried 7-0.

Ed Walker gave the Treasurer's Report.

Management will be meeting with the landscapers to go over issues in the community. The city has cited the Association for invasive trees in the community to be removed and that there will be a hearing on October 3<sup>rd</sup> to review the violation. The Board has requested the city give a time frame to remove and replace the trees.

The Board discussed the violations in the community.

The Board reviewed the legal updates.

Next meeting will be a Budget Workshop meeting. Management will review the financials and provide a proposed budget at the next meeting.

The Board discussed the Maintenance and Janitorial of the community. Management will bid out a contract.

June Howard discussed the financials and stated that money was moved from reserves to operating. June stated that the funds need to go to the Special Assessment account and any difference should go back to reserves. Management will have bookkeeping look at the accounts.

The Board discussed the Cable contract proposals. Currently the association is paying around \$55 per month for the services. The Board has the option to provide cable services plus internet. The Board will review and have asked that the decision be table for the following week.

There being no further business the meeting was adjourned at 8:19 pm.