

Embassy Park Condominium, Inc.
BOARD OF DIRECTORS MEETING
PLACE: Conference call in number: 515-739-1030 Meeting ID: 728-873-331
Unit 202
October 10, 2018
OFFICIAL MINUTES

The meeting was called to order at 7:05 pm by Ed Walker, President.

Directors Present: Ed Walker, Dian Vujovich, Darlene Crawford, June Howard, and Nestor Daneri

Directors Absent: Phil Yorston, Chey Griffith, and Orfelia Mayor

Management Present: Laura Carlisle, LCAM and Krystle Medina Sea Breeze CMS.

The Board reviewed the minutes from the September 11, 2018 and the September 20, 2018 Board of Directors meeting.

MOTION: Darlene Crawford made a motion seconded by Ed Walker to approve the September 11th and the September 20th Board of Directors meeting minutes with changes to the September 11, 2018 minutes to state the date of the hearing. The motion carried 7-0.

Ed Walker gave the Treasurer's Report.

The Board discussed the current occupancy applications. Management was asked to provide the Certificates of Approvals.

Dian Vujovich brought up that the pool issues have not been corrected. Management will contact the pool company to get the issues resolved as soon as possible.

Darlene Crawford discussed the outcome of the code enforcement violation with the city. The Board discussed hiring a landscape architects to address the tree issue and to redo/revise the landscaping of the community.

The Board would like to replace the fence in the back of the community and install a ficus hedge along the perimeter for privacy.

The Board asked management to research companies to redo the irrigation in the community.

Management had requested bids to survey the East fence. The Board has asked that the bids be modified to include the entire community.

The Board asked management to seek bids for a canopy/awning to be placed in the pool area.

Management was asked to bid out the pool company.

There was discussion about the janitorial company.

MOTION: Darlene Crawford made a motion seconded by June Howard to terminate the janitorial contract with InterKleen by December 1, 2018. The motion carried 5-0.

Management is seeking janitorial bids.

The Board discussed the landscapers. The Board wants all the weeds to be removed. Management was asked to bid out the landscaping.

Management stated that the water bill is due shortly after it is received and is often late if paid by

check. It was suggested that either the water bill be paid through ACH or management could pay the bill over the phone.

MOTION: Darlene Crawford made a motion seconded by Ed Walker to pay the water bill by check over the phone. The motion carried 5-0.

The Board discussed the next newsletter. Management will work on a draft and send it out to the Board for review.

June Howard had contacted the CPA with questions over the financials. The Board asked that the questions be directed to Sea Breeze.

There being no further business the meeting was adjourned at 8:02 pm.