

**Terrace Townhouses of Beverly Hills
Board of Directors Meeting
Minutes of August 15, 2022**

CALL TO ORDER

The monthly meeting of the Terrace Townhouses of Beverly Hills Board of Directors was held on August 15, 2022, virtually via Zoom. The meeting was called to order at 7:30 pm.

ROLL CALL

Full Board Present – No Absences. Establishing a quorum. Rippy Gill of American Management of Virginia (AMV) was also in attendance.

OPEN FORUM

- No information noted for attending homeowners.

APPROVAL OF MINUTES

June Minutes are pending approval. Management requested to submit minutes via email for approval of the Board.

OFFICERS REPORTS

- Gary Burns noted considerable activity ongoing site-wide but assures all that the work is slow and occurring with judicious deliberation. Board looking at an Annual Meeting to occur using a virtual platform.
- Treasurer made a few comments about the Financials. YTD balances should improve.

MANAGEMENT REPORT

Rippy provided a summary of AMV's Management Report.

OLD BUSINESS

Electrical Project

- PSE provided a costly quote which prompted more quotes to be solicited.
- MONA Electrical is no longer responding.
- KOLB is still preparing the quote – project has changed hands and reassigned to Glen, a very experienced PM.
We reach out regularly. Efforts to be redoubled.

Chimney repairs - being completed.

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Fireplace inspections - by Chimney Dr. – repairs were hugely high and reflected an odd similarity in their inspections. Another vendor, Top Hat re-examined 3 homes and found quite contrary results lending further doubt to the first vendor’s reviews. AMV VP suggest sending a certified letter noting that adequate service may not have been provided. Request again a clarification of how much their inspections differed from a completing vendor.

Crape Myrtle – Trees are being treated regularly. New Bd Member, Pam Shover suggest sharing more information that may help residents easily identify areas affected. Bd members suggested posting such information on the bulletin board and perhaps the website. Sandi requesting a copy of last year’s letter.

Other Landscaping –

- The projects approved last year and work continued into this year is completed – mostly occurred near the 7-11 area, the western end of the community.
- 1722 Dogwood – balcony platform project is occurring – tenant was noted in a timely fashion despite a FB posting suggestion otherwise.

Ratification

- Reaffirm Pam Shover to the vacant position of member at large. Originally motioned and subsequently voted on via email (unanimously) on July 26th , and now motioned to reaffirm by SS and seconded by GB with a full consensus again.
- Northern Woods Tree work originally motioned by GB to approve work in the amount of \$5950 on June 22nd and again received a unanimous approval was again ratified (reaffirmed) by SS and Kham.

NEW BUSINESS

2023 Draft Budget - AMV VP will offer a financial review at the September 14th meeting and will offer a Board-reviewed draft budget for open session approval.

Annual Meeting - Election for 2 seats: VP (Sandi Seim) and MAL (Pam Shover)

Date selected – November 9th at 7pm

Platform to be reviewed – Zoom per AMV VP, Samantha Winterstine. States tallies can occur in real time. Will provide a brief summary for the Board.

Call for candidate’s mailer to be emailed in September.

Balcony Beam Replacement or additional support. - Upon review and discussion, the Board agrees that 1623 Kenwood which received a new support beam last year will receive another extra support beam.

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Rodent Presencs - Pest control company is responsive and there are a total of 13 bait traps in the area noted on a recent FB posting.

ANNOUNCEMENT OF NEXT BOARD MEETING

The next meeting of the Board was tentatively set for September 14th, 2022, at 7:30 pm via Zoom.

ADJOURNMENT

The Board meeting was adjourned at 8:26 pm by unanimous consent following a motion by Pam as seconded by Sandi.

Minutes Recorded by: Rippy Gill & Hailey Kinkade