

**Terrace Townhouses of Beverly Hills
Board of Directors Meeting
Minutes of September 14, 2022**

CALL TO ORDER

The monthly meeting of the Terrace Townhouses of Beverly Hills Board of Directors was held on September 14, 2022, virtually via Zoom. The meeting was called to order at 7:00 pm.

ROLL CALL

Gary Burns, Sandy Siem, Craig Bogle and Pam Shover were present, establishing a quorum. Kham Chanthayasak had an excused absence. Rippy Gill & Ernie Lightfoot of American Management of Virginia (AMV) was also in attendance.

OPEN FORUM

The following unit owner was in attendance and briefly addressed the Board:

- Pat Heflin 1695 Kenwood: No comments
- Lisa Sweeney 1661 Kenwood: Unsatisfied with lack of notifications of meetings.
- Amanda McConnell 1653 Kenwood: Would like email notifications of meetings
- Liz Kulig 1683 Kenwood: Zoom link connection issues with cell phone.

APPROVAL OF MINUTES

August 15th 2022 Minutes are pending approval. Management requested to submit minutes via email for approval of the Board.

OFFICERS REPORTS

The following officers provided reports:

- President Noted meeting notices are always posted on the bulletin board and the website three days prior.
Concerns are taken very seriously – will ensure website is sending eBlasts as necessary.
Noted Assoc is facing serious issues to take on.
November brings activities such as removing hoses, winterizing spigots, gutter cleaning, fireplace inspections, etc.
1661 needs infrastructure supply line.
Reminder that fireplace inspections occur every two years.
Requesting management to review why Insurance has gone up so much - \$3017
- Vice President. No comments currently
- Member at Large: No comments currently

MANAGEMENT REPORT

Rippy provided a summary of AMV's Management Report.

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OLD BUSINESS

Installation of New Electrical Supply Line(s)

KOLB Electric Proposal – consider Kolb’s proposal for just 1659 at \$9875 for just the one unit. Perhaps price individually for 1661 and 1649?
Board would consider extending trench for the other 9 units.
Board Requests that Mgmt develop a table with the proposals and pricing.

Status of New Fireplace Inspections

Assoc tries to ensure functionality. All 56 are checked but owners are responsible for cleanings.Mgmt to share draft of mailer to go out on Friday.

Installation of 1623 Balcony Support Beams

Shultz expected out in the next 2 weeks, by October.

Status of 2021-Approved Landscaping Improvements

Work began last year for improvements. 1720 Dogwood still needs attention. – just finishing up –may need shrubbery.Work essentially completed.

Status of Treatments for Crape Myrtle Tree Bark Scale Infestation

CLS has been pro-actively treating. Looks successful. Mgmt to check for CLS future treatments.Mgmt check with them regularly and offer feedback often supplied by members, and Board member, Sandi.

Rodent Sightings and Response

PestNow has been actively treating (Member present, Amanda, confirms she sees them every month.) Does the Board wish to review the contract – Mgmt can send that for any revisions?

NEW BUSINESS

Preparation of FY 2023 Budget – President notes, max increase allowed is 5%

Treasurer notes the inflating current environment which may mandate an increase to shore up finances. Must be finalized by November for timely notification to the membership.

Preparations for 2022 Annual Meeting

M.A.L. Pam Shover motioned to approve the selection of VOTEHOANOW to be used for the 2022 election with Sandi offering a second. Unanimous approval. November 16th - Annual Meeting Date.

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Amendment to Rules and Regulations – Unit Entry Doors

Sandi motioned (Craig seconded) the adoption of an amendment to the association Rules, to be modified as follows: "Door Windows. Each unit entry door may consist of up to 50% of glass windows, provided that the windowpane(s) may be clear or fogged but shall not include any stained or colored glass." President in discussion with Counsel on effecting this change.

Parking Lot Asphalt Repairs (For Planning FOR 2023) JES Asphalt likely to be on site in upcoming weeks, October possibly to review – with a request to ask about potholes and sealants.

ANNOUNCEMENT OF NEXT BOARD MEETING

The next meeting of the Board was tentatively set for October 12th, 2022, at 7:00 pm via Zoom.

ADJOURNMENT

The Board meeting was adjourned at 8:56 pm by unanimous consent following a motion by Pam as seconded by Sandi.

Minutes Recorded by: Rippy Gill & Hailey Kinkade