

Minutes

Board of Directors Meeting

Yankee Ridge Villas Townhome Association

August 6, 2018

Present: Roger Chamberlin, Kevin Miller, Kris Miller, Keith Prettyman, Zandra Uhrmacher

Absent: None

Others Attending: Craig Bauer, Brett Cover

The Meeting convened at 7:00 at 3807 Pablo Lane. Craig Bauer introduced Brett Cover. Brett owns and is the sole employee of Universal Property Management and could serve as the professional manager for the HOA. Brett described his experience. He was previously with Concorde Management and he knows Craig from managing Craig's 54 unit development at Capitol Beach. Currently, Brett manages 8 associations. He would charge the HOA \$5/unit/month. For that he would collect dues, pay bills, take resident calls, coordinate services, prepare a budget, put services out to bid if requested and, if invited, attend Board meetings. Brett was asked to provide references and a sample management agreement.

Craig was asked to provide all written agreements with service providers. Craig stated that, with the exception of an agreement with TWC/Spectrum, there are no written agreements.

With that information, Craig and Brett were excused.

The Board proceeded to nominate and elect officers. The following were nominated:

President – Kevin Miller

Vice President – Kris Miller

Secretary – Keith Prettyman

Treasurer – Roger Chamberlin and Zandra Uhrmacher

Nominations were closed and on voice vote, the slate as presented was elected with the notation that Roger and Zandra would serve as co-Treasurers

The next meeting of the Board was agreed to be held on August 20, 2018 at 6:30 at Roger's house.

Secretary