## Attendance

|  |  |
| --- | --- |
| **Directors**  Sherwin Lee, Secretary (2022)  Saide Ashaboglu, Member at-large (2022)  Jim Rorke, President (2022)  Robert Farrell, Treasurer (2022)  Haben Petros, Vice President (2022)  **Management**  Virginia Crump, Community Portfolio Manager, Capitol Property Management Corporation | **Residents**  Molly Perkins, Katie Bacharach |

## Call to Order

President Rorke called the meeting to order at 7:05 p.m.

Meeting was opened to the community for open session.

1. Resident Forum

* Katie Bacharach: What is the plan for drainage and erosion? I understand that the finance committee provided a way to pay for it
* Jim R: We are trying to get a third bid and have not been given any other updates
* Virginia stated that we have reached out to ETC and requested updates and a third bid

1. Approval of Minutes from previous board Meeting

* Jim R: I am working to get September and October meeting minutes to the board for email approval prior to our January meeting.

1. Committees: New Assignment of Members

* No updates

1. Review of Management Report

* Virginia provided an update of current management report. One issue was in relation to our tax fillings. Virginia will work with our Treasurer on this topic.
* Rob Farrell asked how to get John Marshall accounts below the FDIC limit (Rob F.)
* Virginia responded and will provide options to ensure that funds are managed to get under the FDIC limit.

1. New Business

* On page 5 of the Blade Runners contracts there are significant discrepancies that we need to address.
  + The current contract expires at the end of the calendar year and can be addressed.

1. Old Business

* Memorial in Lenox Place discussion.
  + The board is looking for more information regarding the proposed Elsie Thomas memorial.
  + Motion made by Saide to continue the contract with Blade Runners with the condition and understanding that we will work through some contractual line items for a 3-year contract. Seconded by Haben.
    - The motion passed unanimously.
* Tabling the use of Nabr Network software for the community.
* Lighting repair packet.
  + Motion made by Haben to execute contract with PSE for $3,655.09 with the understanding that Capitol management will work to fix the up-lighting fixtures for the trees if they do not exceed $500.00. Seconded by Rob.
  + Board passed the motion. 4 votes in the affirmative with Saide A. abstaining.
* 2022 budget.
  + Haben motions to raise the max annual assessment to be increased to $1570.80. Seconded by Sherwin.
    - Motion passed unanimously.
  + Budget was discussed and was finalized. Motion made by Jim to approve the annual budget $191,637.60 representing a 10% increase. This results in the dues of $130.90 for each unit per month or $1570.80 per year. Sherwin seconded the motion.
    - Motion passed unanimously.

1. Executive Session

* Haben made motion to go to executive session. Seconded by Saide.

1. Open Session

* Motion made by Sherwin to have our next board meeting January 24, 2022. Seconded by Saide.
* Board approved unanimously.

1. Adjournment
   * Board adjourned at 9:59 PM