

MINUTES OF AD HOC MEETING

JULY 16, 2020

IN ATTENDANCE:

Jeff Miro

Tammy Harrison

HAND OFF MEETING WITH COMMUNITY MANAGEMENT PARTNERS

- Monitors contracts
- Monitor bill fluctuations
- Price out insurance and landscaping
- Violation letters, spreadsheet
- Follow up on ARC requests, proof of work
- Help draft changes to covenants
- Provide Reserve analysis for \$50
- No in house attorney but have contact that charges \$250/hour

Pick up information and checks from Hinson, then deliver immediately to CMP.

Will open separate checking accounts just for Firethorne – checking and reserve

NOTE on Responsiveness from references:

- During day may not be immediately responsive but tries to respond end of day – could be late at night.
- May not answer phone or respond to texts right away
- Copy board and note URGENT if it does need attention right away
- Provide deadline for his response “tomorrow” “end of week”