

# **BRENTWOOD MANOR CONDO ASSOCIATION**

## **Annual Meeting**

### **January 23, 2021 3:00 pm**

### **Conference Call**

**Call to Order:** Called to order at 3:05 pm, Board members Brad Ruth, and Sharon Holloway present, and Forrest Scruggs, Realty One, Inc. was also present. Four homeowners present and three Proxies'. A quorum was established.

**1. Minutes:** The Minutes from January 25, 2020 were approved, motion by Sharon, second by Brad.

**2. Property Management Report:**

- Financials presented by Forrest Scruggs.
- No dues past due at this time.
- Forrest went over the financials and discussed the Reserve Account. The Reserves are at a minimum. Repairs, unless absolutely necessary, will be put on hold until the Reserves can be built up.

**3. Open Issues:**

When the laundry room was flooded with the sewer backup, the contractor removed the carpet and has yet to be replaced. Forrest will contact the insurance company.

The parking lot is still an issue with pot holes especially by the dumpster area. Forrest had received bids but was quite high. More bids will be requested this spring.

**4. New Business:**

A comment was made about the snow removal company coming out before the depth reached two inches which is the threshold.

Brad asked about the intercom system repairs as it is not working on any of the units. Forrest had already sent Double A Security to check it out.

Board positions will remain the same.

**5. Meeting Adjourned:** Meeting adjourned at 3:40 pm.