

Royal Arms Condominiums
Board of Director Meeting Minutes
September 9, 2020

Call to Order: The meeting was called to order at 6:02 p.m. by Nancy Hillig, Board President.

Present: Nancy Hillig, President; Brad Goodenough, Treasurer; James Center, Director and Kim Adolf, CA Partners.

Absent: Ed Trompke, Director.

Minutes: Motion was made by Nancy Hillig and seconded by Brad Goodenough to approve the June 24, 2020, July 17, 2020 and July 28, 2020 minutes as presented. Motion carried unanimously.

Financial Report: Treasurer Brad Goodenough provided an overview of the association's finances.

Committee Reports:

- **House Committee:** The committee is working with the landscaper to keep the plants healthy.

New Business:

- **Collection Resolution:** A motion was made by Nancy Hillig and seconded by James Center to approve the draft Collection Resolution with the removal of "VF" from section 3.3. Motion carried unanimously.
- **Reserve Study Proposals:** A motion was made by Brad Goodenough and seconded by Nancy Hillig to approve the proposal from RDH to complete the reserve study for 2021 with an onsite inspection at a cost of \$6,500. Motion carried unanimously.
- **Electrical Room Stairway Repair Proposals:** A motion was made by Nancy Hillig and seconded by Brad Goodenough to approve the proposal from Summit Reconstruction at a cost of \$2,648. Motion carried unanimously.
- **2019 Review Draft:** A motion was made by Brad Goodenough and seconded by Nancy Hillig to approve the draft review. The motion carried unanimously.
- **2020 Tax & Review Preparation Proposal:** A motion was made by Brad Goodenough and seconded by James Center to approve the proposal from Schwindt & Co. to prepare the tax returns and review for 2020 at a cost of \$2,250. Motion carried unanimously.

- **Board Appointment:** A motion was made by Nancy Hillig and seconded by James Center to appoint Kristina Ursin to the vacant Board position. Motion carried unanimously.

Adjournment: A motion was made by Nancy Hillig and seconded by Brad Goodenough to adjourn the meeting at 6:39 pm. Motion carried unanimously.