



BOARD MEETING MINUTES
October 9, 2023
2:00pm EST – Microsoft Teams Meeting

ATTENDANCE

Board of Directors:

Abdallah Malouf, Vice President
Kevin Elvin, President

Others in Attendance:

Kathryn Bright, CPA, KENT Management Group
Britney West, KENT Management Group

Call to Order

The meeting was called to order at 2:05pm EST.

Certification of Quorum

A quorum was met with two board members present.

Decision on Emergency Window Project

Prior to the meeting the Board was presented with quotes from Pullman Contracting and TF Builders, with substantial cost differences. During the meeting another quote from Novus Glass was received, which presented as the lowest in terms of cost. There were significant details missing from TF Builders and Novus Glass' quotes. KENT Management was instructed by the Board to request additional details to ensure quotes were for the same scope of work. Decision on this project was tabled until adequate information was available.

Garage Event Causing Damage

Over the weekend there were inappropriate activities observed via the Rimfire camera system within the garage that led to an owner's damaged screen door and broken glass at the South Building elevator entrance. It was requested that KENT Management send notice to all owners regarding the parking garage policy and a note regarding supervision of minors within the building. Additionally notice will be sent to the owner involved in the incident causing damage.

Adjournment

With no further business, Mr. Elvin made a motion to adjourn the meeting at 3:11pm EST. Mr. Malouf seconded the motion and the meeting was adjourned.