

Terrace Townhouses of Beverly Hills

Board of Directors Meeting

Minutes of August 28, 2024

Call to Order

The monthly meeting of the Terrace Townhouses of Beverly Hills Board of Directors was held on August 28, 2024, virtually via Microsoft Teams. The meeting was called to order at 7:08 p.m.

Roll Call

Board members present: Gary Burns (President), Sandy Seim (Vice President), Craig Bogle (Treasurer) and Pam Shover (Member at Large). Hailey Kinkade represented American Management of Virginia.

Homeowner Forum

The following unit owners were in attendance:

Pat Heflin, 1695 Kenwood Ave, no comments

Approval of Minutes

The minutes of the April 10, 2024, meeting were reviewed by the board members. Sandy Seim moved to approve, Pam Shover seconded, and all members voted aye for approval.

Officers Reports

The following officers provided reports:

President: Gary Burns outlined continuing care for the community including minor repairs. He noted that a police wellness check was initiated by the board for a resident who had not been seen for a while; the resident was determined to be all right.

Vice President: No report

Treasurer: Reported that finances were healthy compared to last year and that budget tracking was as scheduled.

Member at Large: No report

AMV Manager: Reviewed a summary report now included in Board Monthly Reports,

Old Business

Fascia and rake board repair/replacement continues and should be completed in a few months.

Concrete repairs will follow soon.

Chimney and fireplace repair/replacement project is underway. AMV to follow up with Top Hat vendor to determine status.

New Business

A roof repair at 1706 Dogwood Dr for leaks resulting from nail holes has been inspected by the vendor and localized repair expected.

Window replacement at 1601 Kenwood Ave was approved earlier by the board. Materials have been ordered and work scheduled with the owner.

It was noted that bike storage spaces are available for owner use.

The auditor has submitted the 2023 audit for approval.

Verizon has contacted the board for permission to review our property for possible replacement of obsolete copper wiring with fiber optics cable. AMV will investigate specifics and advise the board.

The Annual Meeting has been set for November 12, 2024, at Christ the King Church at 1601 N Quaker Lane. Draft meeting and election materials will be developed by AMV for board review.

Executive Session

No executive session was needed.

Next Board Meeting

The next board meeting is tentatively scheduled for October 9, 2024 at 7 p.m.

Adjournment

The meeting was adjourned by unanimous consent at 8:01 p.m.