

Meeting minutes:

Location: Meeting resided at 1335 Sunshine Valley Way on September 2, 2020 at 6:10pm

Present at meeting: Dino Verones, Carmen Thornburgh, Lynn Baldwin, Kevin Schoewe, Jamey Ciesielski

Purpose of meeting: To appoint and agree upon board officer positions. Determine and agree upon board meeting dates, agendas. Discuss the request of all business documentation.

Action Item 1: Board positions were appointed and agreed upon as follows:

President-----Dino Verones *Term ends: 2023*

Vice President----Carmen Thornburgh *Term ends: 2023*

Secretary----Lynn Baldwin *Term ends: 2022*

Treasurer----Kevin Schoewe *Term ends: 2021*

Director at Large----Jamey Ciesielski *Term ends: 2022*

Action Item 2: Annual Meeting was discussed and agreed upon to be scheduled for November 2020. The date/time will be determined at the next board meeting.

Action Item 3: Board Meetings were discussed and agreed upon. Meetings will be on September 16th at 8pm and October 14th at 6pm; to be held at 1335 Sunshine Valley Way

Agenda for September 16th Meeting:

- Discuss Common Area/Street ownership and deeds
- Discuss Snow Plowing for community roads
- Violations and fines

Agenda for October 14th meeting TBD

Action Item 4: Discussion of Business

During last night's meeting it was agreed upon that ALL active and pending contracts including Z&R Management contract be distributed to each board officer immediately.

In addition, please send ALL records (as detailed below) to each board officer via email. And ensure that these records/contracts are secure within the email through file encryption. Please provide the key for these files within those emails.

Records requested:

- Current and pending contracts of vendors including Z&R Management
- Insurance policies
- Financial statements and annual audits
- Bank/Investment contracts
- Leases and agreements of Rental Homes

Action Item 5: The board discussed and agreed upon that the Midtown HOA website IS to reflect ALL up to date and current meeting minutes and financials documents. As of today, the website shows meeting minutes from February 2020, Financial documents from March 2020. Please update immediately.

Meeting Adjourned at 8:10pm