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**THE SHERWIN CONDOMINIUM MANAGEMENT ASSOCIATION,
INC.**

**MINUTES OF THE SPECIAL ASSESSMENT MEETING OF THE
BOARD OF DIRECTORS**

MARCH 2, 2021

Attendance:

Directors: Bobby Thigpen 1403, Micky Maxwell 1103, James Sandidge 1806/7 and Theo Mann 104/105 by conference call.

Call in Attendees: Vicki Mann 104/105, Cheryl Decker 1605, Ray Gribble 705, Debbie Epling 705, Traci Tant 907, Jim Corazzo 504, Peggy Dierlam 707, Charlie Cox 1702, Charlie Zhang 1805, Paul Franken 1001, Diana Cleland 1506, Sue Waddington 801, Mike Barney 1602, Mark Mullen 704, Diane Wilkinson 807, Jim Souders 1501, Joan Cochran 1607.

Manager: Jackie James

Confirmation of Quorum/Proof of Notice of Meeting

The meeting was called to order at 10:06 am by President Bobby Thigpen. Notice of special assessment meeting was mailed to owners on February 15, 2021.

Bobby discussed that a formal meeting is required to approve the special assessment. Bobby asked for a motion to approve the special assessment for the doors and windows project. Theo moved, Micky seconded, and all were in favor.

Discuss, determine, and approve special assessment

Bobby mentioned that the dates for the payment of the special assessments are June 1, 2021, September 1, 2021, January 1, 2022, and April 1, 2022.

The Association will have the storm shutters removed and if owners desire that they be reinstalled it will be the owners' responsibility to pay for the reinstallation. Also, window treatments are to be removed in advance. The Project is expected to start May – June of this year. With the starting point at the "01" and "02" stack.

Balcony furniture should be stored in the units or in the cable rooms (speak with Jackie and maintenance about this).

Owners will be notified in advance of the time schedule for removal of the window treatments.

Open Forum

- Will you provide a list of companies to remove the window treatments and to reinstall the storm shutters?

Yes, a list of companies will be provided if you do not have one.

- Will the maintenance guys be available to assist owners with removing furniture for a fee?

This will have to be discussed with maintenance.

- Why does the carpet have to be removed?

The carpet does not need to be removed.

- What is the time frame to complete a unit?

There is a prep period before the actual work begins. The actual work is done within a one-day period unless there is an issue in the unit.

Meeting Adjourned at 10:30 am

Secretary 

Date 3-10-21