

**EMPRESS CONDOMINIUM  
BOARD OF DIRECTORS MEETING  
Wednesday, November 28, 2018  
Location: Social Room**

**1. CALL TO ORDER**

Carl Visscher called the meeting to order at 10:30 a.m.

**2. ROLL CALL**

Present: Mike Vinyon and Carl Visscher. Present by telephone: Steed Johnson.  
Howard DaCosta, Property Manager was also present.

**3. PROOF OF NOTICE**

Notice of meeting was sent to all owners and posted in the Mail Room on November 14, 2018.

**4. APPROVAL OF MINUTES**

Minutes of the November 14, 2018 meeting were approved unanimously.

**5. NEW BUSINESS**

Carl Visscher discussed the budget meeting process

Mike Vinyon made a motion to adopt the proposed budget; Steed Johnson seconded. Unanimously approved.

**6. ADJOURNMENT**

Mike Vinyon made a motion to adjourn the meeting; Steed Johnson seconded. The meeting adjourned at 10:45 p.m.

Respectfully submitted,



Howard DaCosta, LCAM  
For the Board of Directors  
HD/dlt

\*\*\*Subject to Approval\*\*\*