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EASTWOOD PINES TOWNHOMES ASSOC, INC

BOARD OF DIRECTORS' MEETING

MINUTES 8-18-25



ATTENDED: **CERTIFIED QUORUM OF THE BOARD** via Zoom. Frank Capsas, President, Bill Johnson, Treasurer, Michael O'Rourke, Vice President and Wendy Plunket, Director.

MEETING CALLED TO ORDER: Frank called the meeting to order at 7:08pm.

CERTIFIED MINUTES FROM LAST MEETING 7-21-2025, Wendy motioned to approve, Bill seconded all in favor, motion passed to approve minutes.

PROOF OF NOTICE POSTED, Frank posted notice prior to 48 hours of meeting.

TREASURER'S REPORT.

Bill shared the treasurer's report. Discussed 2 pool invoices, waste connections and explained there are no separate invoices for Bulk charges.

Aging report was discussed, and the report has improved since last month, particularly citing units 2919 & 2929 as similar situations regarding waiving late fees. The association will monitor the situation and decide whether to move forward with Liens.

COMMITTEE REPORTS:

1. **BEAUIFICATION COMMITTEE:** Confirmed contract with landscape vendor and they are contracted to do the weeding and trimming of the bushes.
2. **FINANCIAL COMMITTEE:** Confirmed the budget workshop will take place at Ameritech on September 19, 2025, at 7pm. Manager will confirm a zoom link for Wendy as she will be out of town.
3. **RULES AND REGULATIONS:** board will set an appointment with Nicki at Appleton Reiss for the notarization of the updated Pet Policy.

ONGOING MAINTENANCE:

Manager will reach out to Jorge at Mendoza Brother to finish the fence repair at 2938 Pine Cone Circle.

Manager will reach out to Jorge at Mendoza Brothers to repair the lamp post at building 4.

NEW BUSINESS:

1. Board members' Certification class that have not been completed are Michael O'Rourke and Dawnisha Thierry.
2. The board discussed the parking/towing policy. They have the warning stickers for improper parking and agreed only board members, and the community manager is allowed to call A-1 Recovery for removal of vehicles. Frank will work on registering vehicles and edit the list.
3. The manager explained that the Insurance recommendation for trimming the trees behind 2944 Pine Cone Circle has been completed, the insurance company has been notified with photos and Frank signed off for the insurance company.

ADJOURNMENT: Bill motioned to adjourn the meeting at 7:44pm, Mike second, all in favor, meeting adjourned.

Meeting minutes prepared by Richard Epp Ameri-Tech Community Management on behalf of the board of directors.