

**THE ESSEX PLACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MINUTES
July 14, 2022**

- I. The July 14, 2022 meeting of the Essex Place Condominium Association Board of Directors was called to order at 7:05 pm by Board President, Joe Letteri

Board members present: Danielle Lawrence, Hillary Marshall

Board members absent: Verilyn Gibbons

Also present: Melissa Errickson & Amanda Insley, Pin Oak Community Management, LLC

Attendance list attached: See Attached

II. General Business

- A. Approval of April 7, 2022 Minutes – Hillary motioned to accept the minutes of the April 7, 2022 meeting as presented, Danielle 2nd, All in Favor.
- B. Bills to be Paid –The list of bills to be paid were presented to the Board to review. Melissa reviewed the Financials for the residents that were presented to the Board
- C. Appointment of New Board Member – Joe motioned to Appoint Hillary Marshall to fill one of the Vacant Seats on the Board, Danielle 2nd, All in favor.

III. Old Business-

- A. Phase 5 Painting Project – The project was completed and inspected.
- B. Power Washing Phase 5 – The project was completed prior to the painting commencing.

IV. New Business

- A. Gazebo Roof Replacement – Melissa presented a proposal from M&S Futie for the roof replacement of the Gazebo. The board discussed and tabled the proposal.
- B. Landscaping Proposals – the following proposals to do work in the community were submitted by Lindy's and discussed by the Board. Joe Motioned to accept the proposals, Hillary 2nd, All in favor
 - a. Phase 4 Shrub Removal & Replacement
 - b. Drainage Stone Refresh & Replace where noted
 - c. Tree Trimming around Buildings
- C. Concrete Replacement & Repairs – Proposals were submitted for the concrete repairs and replacement that are needed throughout the community. The board asked to table the discussion on this for the meantime.
- D. Updated Rules & Regulations – The board is in the process of reviewing and revising the rules and regulations for the community.

V. Open Forum

- A. The Shredding Event is scheduled for October 22nd – Laura Callo will be handling contacting the company and organizing the information for the residents. The board and management thanked her for taking this on.

Being no other business, the open portion of the meeting was adjourned at 8:35 pm.

Respectfully submitted,
Melissa Errickson, Manager