

## **UGTHOA,INC. General Meeting January 9, 2020**

**Present:** Jason Follis, Linda Lueders, Clara Hockstedler, Janice Gordon and John Davis by phone. **Absent:** Deandra Newcomb.

Linda Lueders, president, called the meeting at 6:30 p.m. A quorum was present.

**Executive Session:** Clara summarized the meeting. Each month an ACTION ITEMS REPORT will be prepared for the Board, Office Staff and Maintenance Staff to complete by the following Executive Meeting.

**Treasurer's Report:** A Financial Report from the accountant was not available. BOA account has approximately \$205,800.00. Deandra is working on the Pro Forma Budget.

**Minutes:** Jason moved to approve and Linda seconded minutes of November 14, 2019 General Meeting. Passed.

### **Committee Reports:**

ACC: John reported one window replacement request.

LANDSCAPE: Board needs information on renewal date of contract.

SIGN COMMITTEE: Janice forwarded a link for sign and labor law posters.

### **Old Business:**

Gutters: Maintenance Staff has a new method for cleaning gutters.

Concrete: Request for repair of "T" damage between 2228 and 2230 Gemini.

### **New Business:**

ACTION ALERT for February

- Board Members, Office Staff and Maintenance Staff will each provide locations of three sidewalks in need of repair.
- The Office will produce a complete AppFolio report of all Work Orders from January 1, 2019 through December 31, 2019.
- Signs for sidewalks and labor law posters to be researched and ordered.

**Adjourned 7:00 p.m.**

**Approved 2/13/2020**

**Submitted by Clara Hockstedler, Secretary**