

**Topaz at the Mall Condominium Association  
Board of Directors Meeting - Minutes**

**Nov 12, 2020**

**CALL TO ORDER, ESTABLISH A QUORUM**

The meeting was called to order with a Quorum, open discussion began at 6:41pm. The meeting was held electronically do to COVID-19:

Pres: Jeff Steere –Present    VP: Marion Tobin –Present    Sec: Rick Brown – Present    M.A.L. – Robyn Hargrove – Not present
--

**Quorum was obtained.**

Yes

**MINUTES - Sept. 2020:**

- Jeff motioned to approve, Marion 2<sup>nd</sup>, and with a unanimous yes vote motion passed.

**FINANCIAL REPORTS – Sept. 2020:**

- Financials: Rick motioned to approve, Marion 2<sup>nd</sup>, and with a unanimous yes vote motion passed
- Delinquency Report: Rick motioned to approve, Marion 2<sup>nd</sup>, and with a unanimous yes vote motion passed.

**Old Business:**

- Acting Manger went over the second stage to the Balcony repairs and the dangers do to the conditions. With the finances in order and able to move forward, Jeff motioned to begin phase 2 of the Balcony repairs, Rick 2<sup>nd</sup>, with the understanding that we would watch over the project diligently and with a unanimous yes vote the motion passed.
- Acting Manager went over the lighting bids again and starting on the main issues, and the Board agreed to proceed in stages, Rick motioned to move forward with phase one of the lights that includes the installation of LED matching lights on the upper and lower units of all buildings, and to repair the blinking light on the end of the middle units and install another on the other building facing the parking lot for safety, Jeff 2<sup>nd</sup>, and with a unanimous yes vote the motion passed.

**MANAGEMENT Report:**

- Management discussed the options available regarding the bed bugs in all of the B units.

**NEW BUSINESS:**

- Management discussed payment for the treatment of the Bed Bug infestation and the financially responsible party, being B-13 and the continued treatment to that unit, and making that owner aware that if treatment was needed to the entire building that they would be held responsible for the entire amount. Jeff motioned to move forward with the treatment to all units for health hazard purposes, with the understanding that it

would be billed back to the owner of B-13, and that no payment plan should be offered as this has been a continual issue, Marion 2<sup>nd</sup>, and with a unanimous yes vote, the motion passed.

**CORRESPONDENCE AND VIOLATIONS:**

Fines were sent to the following units for noncompliance with the warning letter

- A-11 – Window Unit not Removed
- A-14 – Lattice and old Furniture on Balcony
- B-21 – Has Propane Grill on Balcony
- B-12 – Has Old Appliances and Junk on and around the Balcony
- B-13 – Has Torn Window Screens and Blow Up Mattress on Balcony
- C-11 – Junk, Old Rug, and Dog feces all around Unit in Back, and Board in Front Window
- C-13 – Old Planter, Chairs, and Junk all Over Balcony and behind Unit
- C-14 – Grill, Machinery, and Torn off Screen Door on Back Balcony
- D-12 – Has put up a Make Shift Fence and Junk on Balcony
- D-13 – Has Indoor Rug and Junk on Balcony
- D-16 – Has Bar Stools and Indoor Furniture and Junk on Balcony
- E-12 – Still has a Window Unit
- F-11 – Has Old Book Shelf and Junk on Balcony
- F-15 – Has 5 Gallon Bucket and Junk under Window in front of Unit
- F-24 Has Propane Grill and Junk on both Up and Downstairs Balconies
- F-25 – Has Screens and Trash on both Up and Downstairs Balconies
- G-14 – Has Old Mop and Trash around Unit

**HOME OWNER FORUM:**

None present

**EXECUTIVE SESSION:**

- No Executive Session was called.
- **Adjournment:** The meeting ended at 7:23pm. The next meeting held at 6:30pm Jan14<sup>th</sup> will be the Annual Board Meeting via Zoom.

Respectfully submitted,  
Tracy Womack  
Acting Secretary