

**THE CLOISTERS
BOARD OF DIRECTORS MEETING**

Proposed minutes of The Cloisters held on February 19, 2025

TIME: 6:00 PM

PLACE: The Pool

The meeting was called to order at 6:02 AM on Wednesday, February 19, 2025

A quorum of the Board was established. Present were Dan Sullivan, Jackie Spath and Tim Hendrix.

Meeting notification was verified. Agenda was posted and emailed to owners in advance.

Business:

- Appointment of Board Member – Jim Dees. Motion made by Jackie and was 2nd by Dan to appoint Jim to the Board. Motion carried unanimously.
- Discussion and Vote to Change Management Company - discussion of the dissatisfaction by the Board with the current management company – Leading Edge. Motion to terminate the contract with Leading Edge and use Ameri-Tech was made by Dan and 2nd by Jackie. Motion carried unanimously. Leading Edge contract requires a 60 day notice. Termination letter to be sent to them on March 1st.

Other Business –

- Future Meeting Dates – meetings to be held quarterly – March, June and October. Next scheduled meeting is March 18, 2025, at 6:00 PM. Additional meetings to be conducted as necessary.
 - Issue with flashing around the roof at unit 6. Chad Cardoza will meet with roofer to see if this is covered under warranty. Also issues with leaks around 4 chimneys. Will work on getting bids to repair.
 - Drainage issues – proposal received from Cut-Rite. Tim to review the proposal and follow up with Dennis.
 - Retaining wall – Tim to meet with Jay from JKL Services to evaluate the wall.
 - Eureka palms – 10 palms to be installed by Lawns & Palms.
- Ameri-Tech will handle the completion of the current projects and new projects.

The meeting was adjourned at 6:53 PM. Motion was made by Dan and 2nd by Jackie. Motion carried unanimously.

Respectfully submitted,

Tim Hendrix, Secretary