

**CLARKSBURG CONDOMINIUM II
BOARD OF DIRECTORS MEETING
FEBRUARY 24, 2021
MINUTES**

Board Members in Attendance:

Robert Borkowski

Marco Gravina

Kalen Roundy

Henry Leung, Abaris Realty

Kaitlyn Ambush, Abaris Realty

Homeowners:

None

The meeting was called to order at 7:42 pm by Robert Borkowski.

BOARD MEETING MINUTES:

The Board reviewed and unanimously voted to approve the minutes of the November 17, 2020 Board meeting as written.

MANAGEMENT REPORT:

The Board discussed the proposals for engineers to oversee the roof replacement project. The Board unanimously agreed to decline all proposals for engineer oversight.

The Board discussed the Bad Debt Write-offs for 12824 Clarksburg Square Road #307 and #408. The Board unanimously agreed to write-off the bad debt for these units but would like Abaris to check with Collections and the Attorney regarding 1099/ tax requests.

The Board discussed the payment extension plan for 12824 Clarksburg Square Road #303. The Board unanimously voted to waive the late fees once the account has been brought to current.

Robert requests that Abaris notify him and the Board of any violation letters that are sent out to residents.

HOMEOWNER COMMENTS:

None.

There being no further business, the Board meeting was adjourned at 8:06 pm.

The next Board meeting will be held on Wednesday, May 26, 2021.