

**Terrace Towne Homes of Woodlawn (TTHW) Monthly Board of Directors Meeting Minutes
Wednesday, October 18, 2023 @ 6:30 P.M.**

The Board meeting was conducted via Zoom conference call (301) 715-8592; ID: 837 9786 8469

TTHW Board Member Representatives: Cheryl Jelks, President; John Thomas, Vice-President; Eleanor Foddrell, Treasurer.

BCM Participant: Terri Jenkins; Barbara Keith

Residents Present: Rafael Sorto; Christian Zegarra; Laticia Ramirez; Dragana and Dusko Raic

Call to Order and Proof of Quorum: Cheryl Jelks verified proof of quorum and called the meeting to order at 6:37 p.m.

Executive Session: Cheryl motioned to move into Executive Session at 6:38 p.m. John Seconded; the motion carried unanimously.

Cheryl motioned to close Executive Session at 7:05 p.m. and move into Open Session. Eleanor Seconded; the motion carried unanimously.

The Board unanimously approved to send 14-day certified letters to fix the violations or receive a \$10/day fine for up to 90 days or until the violation is corrected to the following units: #4, #11, #22, #41, #50, #58, #71, #77, #111, #131, and #135.

Cheryl motioned to approve the ring doorbell camera request from unit #57. John Seconded; the motion carried unanimously.

Open Forum: None.

Minutes: The August 2023 meeting minutes were table until next month.

Financials: Reviewed.

Eleanor motioned to approve Management renewing the First Citizens Bank CD ending in 2597 in the amount of \$100,000.00 for 52 weeks if the interest rate is 4.0% or above. Cheryl Seconded; the motion carried unanimously.

Management Report: Reviewed.

The Board moved into Executive Session again at 7:13pm. The Board moved back into Open Session at 7:30pm.

The Board unanimously approved to send a 14-day certified letter to unit #55 to fix the violations or receive a \$10/day fine for up to 90 days or until the violation is corrected.

Old Business:

1. J&J Landscaping Rejuvenating Proposal: The Board would like to further review the proposal and look at the holly trees in the proposal.

New Business:

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1. J&J Drainage Proposal: Cheryl motioned to approve the J&J Landscaping Drainage Proposal in the amount of \$2,625.00. Eleanor Seconded; the motion carried unanimously.
2. 2024 Pool Proposal: The Board request 1-2 more pool proposals for the 2024 pool season.
3. 2023-2024 Snow Proposal: Cheryl motioned to approve using Orellana Landscaping for the 2023-2024 season for snow removal. Eleanor Seconded; the motion carried unanimously.

Motion to adjourn unanimously approved at 8:03 p.m.

Next Meeting: November 15, 2023 @ 6:30 p.m. via Zoom.

Respectfully submitted,

Barbara Keith