

Board of Directors Meeting Minutes

Association Attorney: Richard Zacur, Esq.

Repair and Renovation Checklist / House Rules

Pointe Towers Condominium, Inc.

Board of Directors Meeting Minutes

The Board reviewed proposed checklist and house-rule revisions relating to renovation protection and cleanup requirements, holiday work restrictions, reserved-parking use during construction, electric vehicles, lithium-ion devices, and parking tags.

Motion: Judy Nora moved to approve the strikethrough changes to the Repair & Renovation Checklist. Christine Jones seconded.

Vote: Approved.

Motion: Judy Nora moved to approve the House Rules structure changes. Christine Jones seconded.

Vote: Approved.

Ameri-Tech was directed to distribute the approved house rules to all unit owners, clearly stating the effective enforcement date.

Financial Update

The Board discussed ongoing insurance-related repair bid revisions and a requested reserve-study update. Potential reserve overage or shortfall discussed was approximately **\$8,000 for 2026 compliance** or **\$118,000 for 2027 compliance**. A potential additional special assessment may be required; final figures are to be presented at a future budget workshop.

Violation Matters

Unit 5S — Door Painting Violation

The Board discussed a proposed fine of **\$1,000 or \$100 per day**. The matter was given a 10-business-day extension for discussion with counsel. The fine will not be enforced during that period. A follow-up meeting was to be scheduled within 24 hours; if unresolved, the matter may proceed to the fine committee.

Unit 3N — Sports Flag/Banner Violation

Motion: Tony Mayer moved to refer the Unit 3N sports flag/banner violation to the fine committee. Judy Nora seconded.

Vote: Approved.

Unit 7N — Assessment Clarification

The Board addressed a request for a written explanation of a **\$1,481 assessment**. Ameri-Tech was directed to provide the owner with a ledger and written explanation within 24 hours.

Records Preservation Notice

Ameri-Tech placed current and former board members on notice to preserve all board-related emails, text messages, and electronic communications, including those on personal devices.

Adjournment

Motion: Anthony Mayer moved to adjourn. Christine Jones seconded.

Vote: Approved unanimously.

Adjournment Time: Not recorded in the source minutes.

Prepared as a condensed summary from the meeting minutes provided. This document is not a verbatim transcript.