

## **Odessa National Maintenance Corporation Board Meeting**

Meeting Date: 4/26

Attendees: Daniel, Douglas, Roger (FS), Kevin (FS), Bill Brady (Attorney)

Good meeting tonight with myself, Douglas, Roger, Kevin (new FS hire who will be the local development manager) and Bill Brady (attorney).

Topics covered were how to properly handle approving the budget and implementing assessments. FirstService took ownership of the fact that they jumped the gun on implementing the assessments and not following the by-laws.

Plan of attack is as follows:

1. Waive Q1 (January 2021) and Q2 (April 2021) assessments for 2021. Anyone who paid in April will have a credit on their account and will not be billed in July (Q3).

2. Special Meeting will be announced/held on May 26. Notice of meeting/assessments will be drafted by Roger and Bill Brady and will be mailed out to residents next week in addition to proxy voting materials to vote/approve the budget. Letter will be drafted by the end of the week and has to be at the printer by early next week so once shared, we will need to review/approve.

We need a 30% attendee response to the meeting to constitute a quorum (e.g. approximately 76 homes will need to be represented). If we get those, it's majority rules for approving the budget. If we don't get a quorum, the meeting will have to be adjourned and rescheduled.

The meeting on the 26th will include the board, Roger/Kevin, Bill Brady and possibly Chris Curtain (the NCC Ombudsman). Bill sits on a committee with Chris and will ask him to attend if he is available that day.

3. Re: late fees, anyone who opts to pay monthly will not incur any late fees. Recommendation made was not to outright waive the late fees otherwise people will not pay until they absolutely have to and will lead to a cashflow problem for the maintenance corporation.

Other business items:

- taxes filed
- initial property inspections were done (focusing mostly on moss/mold on homes and trash cans). Violation notices will not be sent out until at least July (after the budget vote).
- tree behind 266 Camerton will be removed
- overgrown grass in open areas will be tended to

I asked Roger to record the meeting and he will be sending out the recording to the board.