

**Minutes of the Regular Meeting of the Sycamore Square Condominium Owner's  
Association , Inc. , Sunday, Sept. 30, 2018**

The meeting was called to order at 1:02 p.m. by Dr. Carl Johnson.

Members present : Dr. Carl Johnson , Bob Nelson , and Travis Weedn. Absent was Scott Sawyer and John White. Also, present was Teresa Ralls , Manager and Michael Biddinger. In addition , Mr. and Mrs. Youngblood , new owners of unit 203 were present.

Travis Weedn made a motion to approve the minutes of the August 19 , 2018 meeting. This was seconded by Bob Nelson. Motion carried.

Dr. Carl Johnson delivered a letter of resignation to the Board.

Scott Sawyer and John White entered the meeting at 1:03 p.m.

Bob Nelson made a motion to accept the resignation at the end of the meeting. Travis Weedn Seconded the motion.Motion carried.

Dr. Carl Johnson made a motion that Bob Nelson be designated President of the Board at the end of today's meeting. Travis Weedn seconded the motion. Motion carried.

Bob Nelson made a motion to appoint Scott Sawyer as Secretary of the Board after this meeting.Travis Weedn seconded the motion. Motion carried.

**Financial Report:**

This was given by Michael Biddinger.

(A) Balance Sheet / Operating Income Statement dated Aug. 31, 2018.

(B) Balance Sheet / Income Statement dated Aug. 31, 2018.

(C) Aged Payables As of Aug.31, 2018.

(D) Check Register / dated Aug. 1, 2018 to Aug. 31, 2018.

(E) Monthly Roster / Aug., 2018.

(F) 2017 Reserve Roster / May, 2018.

(G) 2018 Special Assessment / Aug. 31, 2018.

(H) Operating Acct. Bank Statement / Aug. 31, 2018.

(I) Special Assessment / Bank Statement / Aug.31 , 2018.

Also , discussion was held on the past due status of John Duval.

**Old Business:**

(A) Window Replacement Project Update

Ms. Ralls reported the project was behind due to the wet weather , but now was getting back on track.

**(B) North Walk Gate**

The project was discussed . The work will begin in the coming weeks.

**(C) Addition of Sidewalk**

The Board requested Ms. Ralls obtain a bid for this project. If possible this project could be combined with the North Walk Gate project and thus save money. The cost of these projects would come from the Special Assessment.

**New Business:**

**(A) Notice to Management Company of upcoming contract work.**

The Board discussed the fact that individual contractors / owners were not providing the Management Company proper insurance documentation prior to work beginning on property as per policy. The Board requested Ms. Ralls include this fact to owner's thru a mass text and include it in the next monthly newsletter.

**(B) Addressing Legal Pot / Complaints of Marijuana Odor**

Discussion was held on this issue. The board agreed to continue using the current policy .... Stating that there will be no obnoxious odors within the community.

**(C) Call Box/ Directory Update**

Discussion was held on the directory and the Board requested Ms. Ralls to delete Obsolete names and update the directory to include current listed names.

**(D) Gate Codes**

Discussion was held on using gate codes to enter the property in lieu of fobs. No action Was taken. Discussion will continue at a later date.

Next meeting date is Sunday , October 21, 2018 at 1:00 p.m. , in Unit 201.

Bob Nelson made a motion to adjourn at 2:16 p.m. this was seconded by Scott Sawyer. Motion carried.