

Minutes for Lakeview Terrace COA  
Regular meeting of the Board of Directors  
September 28<sup>th</sup>, 2023

**Call to Order**

The meeting was called to order by Lakeview Terrace President, Jennifer Pazour, at 5:31 pm.

**Attendees**

Board members Carol Gesalman, Jennifer Pazour, Robyn Jankoski were present. Donna Reynolds Office Manager and Administration Assistant Kristine Faley were also present.

**Minutes**

Robyn made a motion to accept the August 2023 minutes as presented. Carol seconded the motion, all in favor.

**Financial Report**

Carol made a motion to accept the financials for August 2023. Jennifer seconded the motion, all in favor.

**Old Business**


- Rick Hanson approved regarding all repairs (paint, pulling carpet, patch work, tack strip removal) in Sundowner 110, with exception of floor. Robyn made motion for approval. Carol seconded motion, all in favor.
- Garrett Gilliam to repair drip lines. Robyn made motion for approval. Carol seconded motion, all in favor.
- Briarwood North end and West foundation needs to be increased and leveled with dirt and rocks. Board in favor of volunteer based terrace work day for property upkeep October 21<sup>st</sup>. Board members providing Coffee and Doughnuts. To meet in front of Briarwood parking lot at 9:00 am
- Shawna to paint laundry room and clean windows.

**New business**

- Final Budget meeting to be discussed at next board meeting, Scheduled October 19<sup>th</sup>, 5:30 P.M.
- Notice of proper trash and recycling procedures to be addressed in October Ripples.
- Walk around for building review to take place after next budget meeting.
- Annual meeting to take place December 9<sup>th</sup> at 10:00 A.M.

**Adjournment**

The meeting was adjourned by Jennifer at 6:48 P.M.

 10/19/23