

# Panther Trace Townhomes

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting December 8, 2015 Meeting Minutes

### 1. Certifying of Quorum-Call to Order

The meeting was called to order following the Annual Membership Meeting at 7:19 p.m. Cathleen DeHart and Sara Hopp-Castillo was also present. It was determined that a quorum was established. Patricia England represented McNeil Management.

### 2. Unfinished Business

Driveway Maintenance

Board requested manager to contact paving vendor to asses fading paint and missing reflectors to see if any of the services were covered under warranty.

Violation report review

Board reviewed final notice violation existing unauthorized alteration screen enclosure front entry file number 3175.

**On Motion:** Duly made by Cathleen Dehart, second by Sara Hopp-Castillo and carried unanimously.

**Resolve:** To refer file to association attorney for enforcement action.

### 3. New Business

Vacant Board Positions members were advised by the board that they were seeking volunteers for three (3) vacant positions available on the board. Nominations were taken from the floor.

Members nominated Hector Morales, Pedro Castillo and Ileana Lazala for vacant positions.

**On Motion:** Duly made by Cathleen Dehart, second by Sara Hopp-Castillo and carried unanimously.

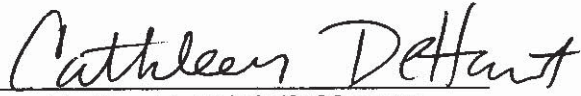
**Resolve:** To accept nominations for vacant board positions as below.

Hector Morales, Treasurer  
Ileana Lazala, Director  
Pedro Castillo, Vice President

### Adjournment

**On Motion:** Duly made by Cathleen Dehart, second by Sara Hopp-Castillo and carried unanimously.

**Resolve:** To adjourn meeting at 8:10 p.m.

  
Prepared by Manager on behalf of Secretary