

ABERDEEN

COMMUNITY ASSOCIATION, INC.

**Board of Directors Meeting
May 5, 2022
6:30 p.m.
Via Zoom**

Meeting Minutes

1. Call to Order – Certifying of Quorum

The meeting was called to order at 6:32pm Board member Melissa Stutler was present, therefore quorum was established. It was confirmed that the meeting notice was posted at least 48 hours in advance. Jennifer Conti represented McNeil Management.

2. Approval of Meeting Minutes: The Board reviewed the prior meeting minutes as prepared by the previous Manager.

Resolve: Melissa Stutler motioned and carried to approve the prior meeting minutes as presented.

3. Business Operations

Financials: Board reviewed financial reports from previous management company.

Appoint Board Members: Melissa Stutler appointed Bill Lawson and Mary Perez-Lopez to fulfill the two open spots for Board of Directors.

4. Estoppel Resolution: Board discussed and adopted the Estoppel Resolution.

On Motion: Duly made by Bill Lawson, second by Mary Perez-Lopez and carried unanimously.
Resolve: To adopt Estoppel Resolution.

5. Uniform Collection Policy: Board discussed and adopted the Uniform Collection Policy.

On Motion: Duly made by Bill Lawson, second by Mary Perez-Lopez and carried unanimously.
Resolve: To adopt the collection policy.

6. Attorney Representation Agreement: Board discussed and signed the Attorney Representation Agreement.

On Motion: Duly made by Bill Lawson, second by Mary Perez-Lopez and carried unanimously.
Resolve: To allow Mankin Law Group to handle collection matters.

7. Adjournment

On Motion: Duly made by Bill Lawson, second by Melissa Stutler and carried unanimously.
Resolve: To adjourn the meeting at 6:56 p.m.