

**MINUTES OF THE
GREENBRIAR TWO CONDO ASSOCIATION, INC.
Board of Directors Meeting
December 19, 2024**

The Greenbriar Two Condo Association Board of Directors Meeting was held at the Greenbriar Two Management Office at 10:00 AM.

BOARD MEMBERS IN ATTENDANCE

Ms. Cynthia Tyler, President
Mr. Joseph (Joe) Troll, Vice President
Ms. Carol Ehninger, Secretary
Mr. Raymond (Ray) Michael, Treasurer
Mr. Charles (Charlie) Watson, Director

ALSO PRESENT

Mr. Jason Woodard, CAM
Six Owners in Attendance

CALL TO ORDER

The meeting began with establishing a quorum. Quorum was established with five of five Board Members in attendance. Ms. Cynthia Tyler called the meeting to order at 10:00 AM.

PROOF OF NOTICE

Noticing as required by state statute and documents was verified and documented.

MINUTES

Motion: To approve minutes from the November 21, 2024 BOD Meeting. First:Mr. Joe Troll. Second: Mr. Ray Michael. **Motion unanimously approved.**

FINANCIAL REPORT

Motion: To approve the November Financial Report as read by Mr. Ray Michael. First: Mr. Joe Troll. Second: Ms. Carol Ehninger. **Motion unanimously approved.**

NEW BUSINESS

2025 Audit: CAM received an engagement letter from Michalak, CPA to audit the Association's 2024 finances. The cost increased significantly to \$5,000.00. After some emails, they lowered the cost to \$3,400.00/

Motion: To approve the Michalak, CPA Engagement Letter for \$3,400.00. First: Mr. Ray Michael. Second: Mr. Joe Troll. **Motion unanimously approved.**

Pool Repairs: One of the pool heaters has lost it's compressor. The heater is none years old, and the repair will cost as much as the heater is worth at this point. The Board was given estimates for replacement heaters.

Motion: To approve replacing the pool heater with one of the two estimates depending on technical review. First: Mr. Ray Michael. Second: Mr. Charlie Watson. **Motion unanimously approved.**

Wyatt's New Job: Wyatt Collier has been doing some of the Association's maintenance for years. He

has been offered a job he could not turn down. He will no longer be available, as was thought, but help out in a pinch. The agreed to start looking for some other help.

Stair Painting: Stair painting project has started. Almost all of Gilchrist Ct. has been completed, along with Building 33 on Hartford St. The work continues.

Shrub Replacements Ongoing: Work has started at Buildings 22 and 23. However, an owner informed us that it has already been run over, again. The work continues.

The Gopher Guy will no longer provide services in our area. Ray Michael said he may know someone. The next BOD Meeting is January 16, 2025, and the Annual Meeting is February 4, 2025. Owners were reminded to update their autopay. There being no further business Ms. Cynthia Tyler moved to adjourn, with a second from Mr. Joe Troll. All were in favor and the meeting adjourned at 10:47 AM.

10:47 AM to 11:00 AM

Q and A was held for all owners in attendance.