**Condominium Association of Golf Villas II, Inc**

**Board of Directors Meeting Minutes via Zoom[DRAFT]**

**July 7, 2021, 4:00 p.m.**

**Call to order:** Sam Hall called the meeting to order at 4:05 p.m.

**Roll Call: Members present:** Sam Hall VP & Treasurer, Matthew Brennan VP and Secretary, Cheryl Dempsey, Director.

**Advantage Property** **present**: Todd Cavins, Property Manager.

**Attendance:** Frederick T

**Proof of Notice:** meeting was posted on **7/2/2021** on the website and community bulletin board.

**Approve Previous Minutes:**  Sam Hall motioned to approve the previous meeting minutes from 6/15/2021. It was seconded by Matthew Brennan – **approved unanimously.**

**New Business Agenda Items:**

**Board Positions and Approvals**

Mike Mandato, who the board thanks for his service, had to step down as President after the sale of his property in PGA Villas II. A new president is needed to fill this role.

Matthew Brennan made a motion to nominate Cheryl Dempsey to the position of President. Sam Hall seconded the motion. Cheryl Dempsey voted yes. **-approved unanimously.**

Sam Hall was nominated by Cheryl Dempsey to serve as Vice President and Treasurer. Matthew Brennan seconded the motion. **-approved unanimously.**

Matthew Brennan was nominated to serve as Secretary by Sam Hall. Cheryl Dempsey seconded the motion. **-approved unanimously.**

**A Board Director Inquiry**

An owner expressed interest in joining the board. Paperwork and information about board responsibilities were sent to the owner. Board is waiting to hear back from that owner about whether the person will formerly apply.

**Volunteer Inquiry**

Two owners were sent packets explaining board responsibilities and with volunteer paperwork. Board is waiting to hear back from those interested to help.

**Contact information for the Board**

Discussion: Sam Hall asked that Advantage Property post approved minutes to the website. Also, post contact information of the board on the website. After discussion, board members will decide how each would like to be contacted by phone or email. Each member will let Todd and Jessica of Advantage know which method they prefer.

**Owner’s Questions**

**Frederick T.** asked what changes are being planned by the new President. Would there be changes to the parking pass process.

**Parking Pass Discussion:**

Context: Frustration over current process of registering guests has been raised in the past.

Discussion: Newly-elected President Cheryl Dempsey pointed out that the current process appears to be working well with the transition of managers within Advantage Property Management at PGA Villas II. Todd Cavins and Jessica Gonzalez have been focusing on the long-term-tenant paperwork which involves leases and accepting the short-term day-to-day tenant information by email to meet state requirements. The shorter term day-to-day and week-end tenants are larger in number and more difficult to track down for paperwork. Information provided by email is the more practical process for these guests. Cheryl Dempsey suggested a change may not be necessary as long as the current process continues to work smoothly with necessary information being sent by email to meet state requirements. The board will monitor the current process in place.

**Kona Ice Social**

The Kona-Ice Social will take place on Sunday, July 11, 2021 from 1 p.m. to 4 p.m. at the Island Club / or PGA Villas II pool area. This is an opportunity to meet the board and owners to meet each other. Todd was asked to post the event on community bulletin boards and the website.

**Adjournment: Sam Hall** made the motion to adjourn at 4:45PM seconded by Cheryl Dempsey. -**Approved Unanimously**.

Next meeting is scheduled for July 15, 2021.