

Middleton Conservancy Condominium Association
Minutes from the Special Meeting of the Board of Directors
January 7, 2020

Present: Lynn Buckmaster, Pat Eagan (remotely), Mitch Hagens, Anita Matcha, Marcia Nelson (remotely), Dave Riley, Loren Ziglin
Absent: none

Call to Order: 4:05 pm, a quorum was present

Approval of Agenda: Motion to approve, seconded, carried

Approve Minutes 11-19-19 Special Board Meeting. Minutes were approved.

Review BOD Contact List – Information is accurate

Review Prima's Termination

- Review Prima Resignation Letter – In accordance with the provisions in our contract, Prima has resigned as MCCA property managers effective April 30, 2020. They indicated they can be a bit flexible as MCCA recruits for and hires another management company in order to have a smooth transition.
- Review Results of Meeting with Prima 12-20-19 - Mitch reported that Prima was getting out of the condo property management business and in the process of turning over their current group of condos that they manage to other condo management business of the condo associations choice. Their resignation effective April 30, 2020 should take us through the year ending financials.
- Form Ad Hoc Selection Committee - Anita made a motion to establish an hoc recruitment and selection committee, Lynn seconded, carried. Anita and Mitch volunteered to serve on the committee and it was decided to invite an owner at-large to join the group. It's expected that a request for proposal will be created within the next two weeks then begin the process of inviting condo management business to apply.
- Formalize Communications with Prima – Mitch will remain in contact with Prima as needed. Each of the standing committees will also continue business as usual.

Accept Any Committee Reports – Because this is a special meeting to specifically address Prima's resignation and next steps, it was not expected there would be other committee reports.

Treasures Report: Anita Matcha – Defer to the next regularly scheduled meeting.

ARMC Report: Pat Eagan – Briefly updated us on the monument project continued delay and a couple of other ongoing projects.

Landscape Committee: Defer to the next regularly scheduled meeting.

Government Affairs: Defer to the next regularly scheduled meeting.

Documents: Defer to the next regularly scheduled meeting.

Sunshine Club: Lynn Buckmaster - Defer to the next regularly scheduled meeting.

Board Newsletter for January

- Review Content – Mitch will be adding a President’s Corner to the newsletter.
- Confirm Publish Date – Publication date is usually just after the first of each month, which is after the regularly scheduled BOD meetings the fourth Tuesday of the month.

Adjourn: 5:09 pm

Next Meeting: Next meeting is Tuesday, January 28, 2020, 4 pm, at 3225, Mitch Hagens hosting.