Oxford Square Condominium Association

600 Kenwick Circle, Casselberry, FL 32707

Board of Directors Meeting

June 24, 2024

**Members Present:** Russell Hebert, President Michael Daniel, Director, via phone

 Merav Daniel, Director, Absent

 Ada Hebert, Sec./Treas. Cathy MacDougall, Property Mgr.

**CALL TO ORDER:** The meeting was called to order by Pres. Russell Hebert at 2:15 PM.

**PROOF OF NOTICE/QUORUM –** Yes

**ORGANIZATION OF THE BOARD OF DIRECTORS**

A motion was made by Russell Hebert and seconded by Michael Daniel to keep the present slate, naming Michael Daniel as Vice President. Motion passed.

**1. Approval of minutes:** A motion was made by Russell Hebert and seconded by Michael Daniel to approve the minutes of February 28, 2024. Motion passed.

**2. Financial/Treasurer –** See attached report.

**3. Collections –** The Board agreed to follow the procedure which is now in place.

See attached report.

**4. Manager’s report –** See attached report.

**5. Maintenance report –** See attached report.

**6. Violations –** The Board had a lengthy discussion regarding violations, particularly big dogs, window blinds, patios/balconies, screen enclosures and continuous violations that are not corrected in a reasonable time.

We will do a better job of enforcement. Unit owners should be more pro-active to correct potential problems with their units before it becomes a violation. If owners don’t correct these violations, the association will take whatever steps are necessary to improve the appearance of the community. See attached report.

**NEW BUSINESS**

Sun shades for balconies - The Board discussed a standard option for all owners to follow regarding the installation of sun shades. More information will be forthcoming as to style and color.

**ADJOURNMENT:** A motion was made by Russell Hebert and seconded by Michael Daniel to adjourn the meeting at 3:30 PM.

Respectfully submitted,

Ada Hebert, Secretary