“Unapproved Minutes”

Oxford Square Condominium Association

600 Kenwick Circle, Casselberry, FL 32707

Board of Directors Meeting

September 14, 2020

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

Jim Travis, V-President Ghorghe Daniel, Director, Absent

Ada Hebert, Sec. /Treas., Merav Daniel, Director, Absent

Cathy MacDougall, Property Manager

**CALL TO ORDER: - M**eeting was called to order by President Russell Hebert at 2:28 PM.

**PROOF OF NOTICE/QUORUM -** Yes

**1. Approval of minutes:** A motion was made by Jim Travis and seconded by Russell Hebert to approve the minutes of July 27, 2020. Motion passed.

**2. Financial/Treasurer –** Board recommended trying Sea Coast Bank or any other bank with best rates to deposit funds removed from Chase Bank due to FDIC guidelines.

**3. Collections –** Same as last month

**4. Manager’s report –** Manager working on proposed budget for 2021.

**5. Maintenance report –** Nothing new to report.

**6. Violations –** Same as last month.

**OLD BUSINESS**

**7. PARK** - President Russell Hebert updated board members with info about waiting for final permit approval from City of Casselberry. Construction should begin the first week of November and be completed by end of November.

**ADJOURNMENT:** A motion was made by Russell Hebert and seconded by Jim Travis to adjourn the meeting at 2:33 PM.

Respectfully submitted:

Ada Hebert, Sec./Treas.