

**RICHARDSON SQUARE CONDOMINIUM ASSOCIATION, INC.**

**NOTICE  
OF  
BOARD OF MANAGERS MEETING**

**April 28, 2016**

**5:30 PM MST**

The Board of Managers of CCCA will be having a meeting on April 28, 2016. The meeting will be held at the offices of Thomas Stoeber, 310 N Main Street, Gunnison, CO.

If any member of RSC has questions or would like to participate, please contact Charlie at [chralie@redoakproperties.net](mailto:chralie@redoakproperties.net) or call 641-2219 prior to the meeting.

Notice, April 22, 2016



Charlie Zeiter – Manager of Richardson Square Condominiums

**RICHARDSON SQUARE CONDOMINIUM ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING**

**April 28, 2016**

**5:30 PM MST**

**MEETING AGENDA**

- 5:30 PM President of Board of Directors calls meeting to order.
- Role call of directors present.
  - Verification of quorum.
- 5:35 PM Proof of notice of meeting.
- 5:40 PM Approve General Meeting Minutes from June 3, 2015.
- 5:45 PM Board of Directors – approvals, actions, policies.
- Sign Resolutions required by CCIOA.
  - Jennifer old documents to sign
  - Establish meeting posting place for future Board of Directors meetings
  - Establish how much notice time given to General Membership prior to BOD meeting (3 days to Directors)
  - Establish terms of Board of Directors
- 5:55 PM Review Managers budgets and financials.
- 6:00 PM Review and Approve Reserve Fund and Reserve Study.
- 6:10 PM Review proposed web-site with Manager.
- 6:15 PM Maintenance Projects and Contracts.
- Lawn grounds maintenance
  - Repair of dormers
  - Painting of trim
  - Maintenance of parking lot pavement
  - Repair to parking lot pavement
  - Future roof snow issues
  - Interior maintenance and cleaning
  - Control of keys to units
  - Other projects?
- 6:40 PM Set time for next Board of Directors Meeting
- 6:45 PM Discuss time for next General Membership Meeting
- 6:50 PM New Business:
- To transact such other business as may properly come before the board.
- 6:55 PM Adjourn.