

**MINUTES OF NOVEMBER 16, 2023
SPECIAL BOARD OF DIRECTORS MEETING
QUAKER HILL COMMUNITY ASSOCIATION**

CALL TO ORDER

The meeting held via teleconference (ZOOM), was called to order by President Marci Greenberger at 8:38 PM.

BOARD MEMBERS PRESENT:

Marci Greenberger, President
Dominique Mack, Vice President
Rose Gillespie, Treasurer
Lennin Lopez, Secretary/ARHA Director

OTHERS ATTENDING:

Jody Lee, SFMC

BOARD ROLE APPOINTMENT: The Board discussed the new roles to be taken by each Board member, the following was decided:

- Marci Greenberger has been appointed President.
- Dominique Mack has been appointed Vice President.
- Rose Gillespie has been appointed Treasurer.
- Lennin Lopez has been appointed Secretary.

CONTRACTS: The Board reviewed the following proposals:

- J-Hood proposal to replace the HVAC system at the community room for \$13,200 and annual maintenance for \$300.
 - Rose moved to approve the new HVAC system for \$13,200, Lennin seconded. The Board unanimously approved.
 - Lennin moved to approve the annual maintenance plan for \$300, Rose seconded. The annual maintenance plan was unanimously approved.
- Greenhouse cleaning for snow removal which includes:
 - Snow plowing at \$150/hour.
 - Sand at \$18 per 100lbs
 - Ice treatment
 - Magnesium chloride at \$50 per 50lbs
 - Salt treatment at \$20 per 50lbs
 - Rose moved to accept the proposal by Greenhouse cleaning, Lennin seconded. The Board unanimously approved.

ADJOURNMENT: Rose moved to adjourn; Marci seconded. The Board unanimously approved to adjourn at 8:58pm.

Next monthly board meeting scheduled for: January 25, 2024 at 7:00pm.
Respectfully submitted,

Lennin Lopez, Secretary/ARHA Director