

# CAMPUS WALK – NOTES 5.16.19

Quorum was not present to conduct meeting.

Keith Cole reviewed project timeline. To begin June 3, 2019. Project will take 6-8 weeks.

Will keep 10x12 storage unit on site (possibly next to 90 parking spot)

Will have 6-8 vehicles on site during the day.

Trash trailer on site – will empty at end of week – will take 1 spot

Reviewed scope of work – Upgrades include: doors and eggshell paint

Recommend the caps – since this was not approved by the Board – will do action in lieu. Manager to advise Keith.

Manager and Keith to meet May 21<sup>st</sup> (Tuesday) at 12 noon.

Reviewed scheduling doors. Manager will need to communicate with residents / owners/ property managers if they want doors painted – when they need to be there to open door. There will be 1 make up day for doors not able to get. Otherwise will have the edging around the door.

Manager to confirm with Tracey (Dunn Edwards) warranty on paint selected. Manager to advise Board.

Cement repair – Board agreed to do while school is out. Manager to take picture of area and include in Board packet to be reviewed @ next meeting.

Manager to ask couple (Lynch) if either one would like to be on the Board.

Next meeting – Suzette will be travelling – Manager to send reminder day of meeting.

Jose – not showing up for work – manager to speak with HR – would like to start looking for a replacement, but keep Jose as he is keeping up with trash etc. Board agreed.