



## **PALMA VISTA HOMEOWNERS ASSOCIATION**

1353 Ave. Luis Vigoreaux PMB-341 Guaynabo, PR 00966

### Minute Meeting Board of Directors

Friday, Feb 11<sup>th</sup> , 2021

#### Present:

- Dr. José Muñoz, President
- Mr. Kevin Sherratt, Treasurer
- Dr. Cristina Ramos, Secretary
- Invitees
- Lillian Domínguez, TPM- PV administrator

The meeting was started at 5:00 PM

#### Issues discussed and determinations of the Board of Directors:

##### I. Administrative and maintenance report:

- a. A written notification was sent to the owner of unit D-301 and he was given a notice of 5 days for removal of the canopies. All communications have been written and sent via email.
- b. HOA Fees: we are working on sending monthly bill of HOA fees and working with the delayed payments,

##### II. Assembly:

- a. Pending for the assembly the new inspector and engineer. Pending interviews and possible inspection and quotes.
- b. Company for transcription. The assembly must comply with social distancing and in accordance to the new laws there is only on call. T
- c. The meeting will be held on April 28<sup>th</sup>.
- d. Will look for possible venues and get quotes for tents and chairs if the assembly is to be held in the parking area.
- e. There will be another meeting for the change in Bylaws. Will establish the penalties, possible annual fee for the rental properties and update the Short-term rental bylaws so that they are in accordance with the new law. Important to note that the new regulations include initial communication to owners.

##### III. New issues:

- a. A complaint by Mrs. Betsy Manzanal has been received since she is having problems with her terrace. Repairs and painting of the common structures are scheduled to be done this year and will monitor to see if the problems continue.
- b. Will consider cleaning of the “aleros” in all the affected units.

##### IV. New issues: the key to the pool fountain is pending to be able to regulate the functioning of the fountain.

The meeting ended at 6:00 p.m.

Minute Meeting Board of Directors



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Minutes taken by:

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José Muñoz  
President-Board of Directors  
Council of Titulares Palma Vista

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Cristina Ramos  
Secretary-Board of Directors  
Council of Titulares Palma Vista