

**HOLLOWAY TERRACE HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING NOTICE, AGENDA**

Wednesday, July 28, 2021

**This meeting will be conducted via Zoom. The general session will open at 7:15 PM.**

**IMPORTANT**

If you are attending by video, please have your Zoom name set to show your full name (first and last) so that your identity as a Holloway Terrace Owner may be confirmed. If your identity cannot be confirmed, you will not be entered into the meeting.

If you are participating by phone, please announce your name (first, last) upon entry.

**EXECUTIVE SESSION | 7 PM (Board Members Only)**

In accordance with Civil Code 1363.05 (b) the Board will be meeting in executive session to:

1. review the aging report as of June 30, 2021,
2. review governing document enforcement matters, and
3. address any legal matters.

A summary of business conducted in this Session will be included in the Open Session minutes.

**OPEN SESSION | 7:15 PM**

1. Call to Order
2. Homeowners Forum  
During this forum, each attendee may address the Board for up to three (3) minutes. A total/maximum of twenty (20) minutes will be designated to this Forum.
3. Approval of BOD Meeting Minutes (06.30.21)
4. Treasurer's Report. Approval of Financial Report (June)
5. Old Business Items - Discussion, Status Update and/or Voting
  - a. Landscape Improvements
  - b. Carpet Cleaning Services (Stains)
6. New Business Items - Discussion, Status Update and/or Voting
  - a. Annual Tree Trimming
  - b. Annual Gutter Cleaning
  - c. Annual Storm Drain Cleaning
  - d. Structural Survey of Building, Garages
  - e. Units 212, 312 Installation of EV Chargers
  - f. Monthly Management Task Report
7. Confirm Next Meeting Date & Adjournment  
Board of Directors Meeting: August 25, 2021