

**HOLLOWAY TERRACE HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING NOTICE, AGENDA**  
Wednesday, August 26, 2020

**This meeting will be conducted via Zoom. Please feel free to attend via Zoom – as of 7:15 PM - as you would a meeting of the Board generally held in the Recreation Room.**  
**Please send an email to [ellona@scottmanagement.com](mailto:ellona@scottmanagement.com) to obtain access information.**

**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, you will be asked to state your name.

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

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

1. review the aging report as of July 30, 2020 and the status of any delinquent account(s),
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 (08.03.20)
4. Treasurer's Report. Approval of Financial Report (July)
5. Old Business Items - Discussion, Status Update and/or Voting
  - a. Pool, Spa Area Projects
  - b. Elevator Cabs Renovation Project
  - c. Waterproofing Garage Walls
  - d. 2021 Reserve Study Update
  - e. West Hollywood Evaluation of Building Perimeter/Access Points
  - f. Water Shutoff Policy
6. New Business Items - Discussion, Status Update and/or Voting
  - a. Annual Tree Trimming
  - b. Street-Side Ficus Hedge(s) Trimming
  - c. Master Insurance Policies Package, October 1 Renewal
  - d. FHA Certification Renewal Process
  - e. Ban by West Hollywood on Smoking Cigarettes in Units (for Newly Signed Leases)
  - f. Monthly Management Task Report
7. Confirm Next Meeting Date(s) & Adjournment  
Board of Directors Meeting, September 30, 2020