

HOLLOWAY TERRACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING NOTICE, AGENDA
Wednesday, September 30, 2020

**This meeting will be conducted via Zoom. The general session will open at 7:15 PM.
Please send an email to 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 August 31, 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 (08.26.20)
4. Treasurer's Report. Approval of Financial Report (August)
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. Tree Trimming (Annual)
 - e. Ban by West Hollywood on Smoking Cigarettes in Units (for Newly Signed Leases)
 - f. West Hollywood Evaluation of Building Perimeter/Access Points
6. New Business Items - Discussion, Status Update and/or Voting
 - a. Gutter & Downspout Cleaning, Maintenance
 - b. Storm Drain Cleaning
 - c. CPA Engagement for Year-End Services (Annual Review, Tax Returns)
 - d. Annual Inspection for Termites (November)
 - e. Operating Budget for 2021; Designation of Monthly Assessment Rate
 - f. Monthly Management Task Report
7. Confirm Next Meeting Date(s) & Adjournment
Board of Directors Meeting, October 28, 2020