

CIRCLE TREE BOARD OF DIRECTORS SESSION, JUNE 23, 2020

* Due to the Coronavirus Pandemic, this meeting was conducted via Zoom.

Attendance:

Erik Lorenzen President, by phone

Kathy Michael, Secretary

Ryan Wilhelm, Member at Large, By phone

A. Roll Call. 6:39pm

B. Manager's Report. 6:40pm

1. Due to the Coronavirus Pandemic, the pool at the clubhouse is the only one open this year by appointment only and will be closing on September 15, 2020.
2. We are experiencing an extra expense this year for cleaning supplies due to the pandemic.
3. Sand filters are done. Pools have been drained and acid washed.
4. The city has suspended the recycling program.
5. Landscaping has been done by building #13 in a spot that has always been a problem area.
6. The City of Mesa has temporarily suspended recycling due to the pandemic. Not sure if it will be coming back.
7. All Sissoo and palm trees have been trimmed for the year.
8. A tree has been removed between buildings #1 and #2
9. All ramadas are open with limited amenities and policies posted. A mask policy is also in place for all employees.
10. It has been determined that the tenants of unit #356 have been dumping grease and rice down the drain causing clogged lines. Their insurance will be taking care of this.
11. The parking structure that had been knocked down earlier in the year has been repaired.
12. Bermuda grass has been re-seeded.
13. No package delivery is being made.
14. Pool keys, etc. are being delivered to unit doors while the office is closed.
15. Larance and Dave are both back in the office full time. They had been taking turns working part time in the office and part time from home.

C. Financials. 6:47pm

Owner's equity at the end of February was reported as \$309,927.15, at the end of March - \$316,884.28, at the end of April - \$303,085.57, and at the end of May - \$302,679.19.

D. Minutes. 6:52pm

The minutes were approved as reported.

E. Architectural Changes. 6:53pm

Shawn Herbella from Unit #207 is requesting changes to all windows, security door and back screen door. Motion made and approved to accept these changes.

F. **Adjournment.** 7:02pm

Submitted by Kathy Michael

There was no executive meeting.