



HOA Board Meeting Minutes
May 19, 2022

Directors Present: Yali Lu, Juan Figuereo, Jana Wall, Nadir Panjwany,

Excused Absence: David Wang (traveling)

Absent: Alexandra Betancur

Also Present: John Andrle (COA), Joe White (Walden Security)

Call to Order: Yali Lu determined that a quorum of Directors was present and called the meeting to order at 6:01PM.

Approval of Minutes: The April 21, 2022, Board meeting minutes were approved.

Walden Security:

Joe White was introduced and given the floor to verbally present on the concierge state of affairs after 17 days. Mr. White provided background information about himself and properties he is responsible. He noted the roles and responsibilities of the supervisor, J. Brewster and provided background on her and the reasons he chose her for this property.

Discussions were introduced regarding violators parking in the reserved (visitor) area and options for rule enforcement. Towing and booting were options Joe White has discussed with the office manager. Mr. Andrle brought up concerns about booting and noted very specific signage must be present and explicit communication to the community is mandatory to protect the HOA prior to booting implementation.

Office Manager Report: Yali Lu indicated Alex Betancur would send the office manager report to the board via email.

- AP
- Payment portal
- Website

Legal Update: Mr. Andrle requested legal update be moved to Executive session.

Recognize Board Members: (Jana Wall)

1. Concierge lack of knowledge of Landmark rules: Reserved Parking, AbnB guests being allowed to bring visitors into the building, dress code of guests in the common spaces, etc. Joe White agreed there was a learning curve and the team was committed to providing great service to the Landmark community. Mr. White committed to continuing to learn and enforce established rules.

Treasurer Report: Jana Wall provided the financial information summary from accessible information. As of 4/30/22:

Checking account - \$ 18,202

Reserves – \$408,485 – Comcast is sending a check of \$20,500 per contract obligation which will be deposited into reserves.

Ms. Wall noted she has not received information regarding collections from the office manager nor COA.

Ms. Wall requested status updates on 2 units: 2010 and 1002

Unqualified occupant of unit 1002 locked himself out of the deceased owner's unit. He was allowed to contact a locksmith and change the locks on the door of the deceased owner's unit which is a concern.

Mr. Andrie requested the update be moved to Executive session.

Executive Session:

Adjournment: There being no further business the meeting was adjourned at 7:09 PM.