

DUNLAP & MAGEE	MAIN OFFICE	BOARD OF DIRECTORS				
Wendy Weiske <i>District Manager</i>	Pamela Payton <i>Property Manager</i>	Charles Trujillo <i>President</i>	Vivienne Campbell- Trimble <i>1st Vice President</i>	Zachary Shaffer <i>2nd Vice President</i>	Nancy Bates <i>Secretary</i>	Gary Martiniak <i>Treasurer</i>

CONCORD VILLAGE, INC.

A community owned and operated by its residents



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Board of Directors Special Meeting January 14, 2011

Chip Trujillo, President, called the **meeting to order** at 5:04 p.m. All Board Directors were present including Wendy Weiske, District Manager for D&M. The **purpose** of the special Executive Board Meeting was to review the exterior improvements bids from Imperial Contracting and Empire Community Painting.

Both companies (in turn) presented the Board with their proposals; the Board members asked questions, and considered the level of experience, the competence of oral presentation, the completeness of printed presentation, the warranty on paint offered, and the cost of work. The second presentation concluded at 6:30. Vendors each left the meeting after their presentation.

Wendy (D&M) gave the **Manager/Maintenance Report**:

Update on **unit sales/transfers**. There are no vacant units. There are no (0) unit closings at this time. There are four units coming available shortly. Rate for the **refinance** mortgage loan is locked at 4.5%. We are awaiting final HUD approval, and the closing date is tentatively set for January 28th. Rules and regulations were distributed on December 30th, 2010. Please re-read these, and help us make the Village a safer and more comfortable place to live. The **color design** for the front facings of member's homes will be presented at a Town Meeting by the end of January. The **annual financial audit** is in progress. D&M requested that the Board vote on vendors for the three bids that are open: bids for the pool deck, bids for tree removal, and the bids for the exterior improvements.

Wendy **concluded her management/maintenance reports** and was dismissed.

Chip continued the meeting with new business.

After discussing the bids, the following companies were chosen by unanimous vote:

Pool Deck bid awarded to VV Construction.

Tree Removal bid awarded to Top Quality.

Exterior Improvement bid awarded to Imperial Contracting.

The Board finalized preparations for the Annual Meeting.

7:30 p.m. Executive Meeting concluded.

NEXT MEETINGS:

Open Meeting to Vote on Building Colors – *Date and Time to be determined*

“Meet and Greets” - to discuss updates on unit rehab progress - *Dates and times to be determined*

_____, Secretary
Nancy J. Bates

