

**COURTYARD HOMES ASSOCIATION, INC.
BOARD OF DIRECTORS SPECIAL ASSESSMENT MEETING**

DATE: **Tuesday, July 18, 2023, at 2pm**
PLACE: PBC Clubhouse
701 Perico Bay Blvd.
Bradenton, FL 34209

MINUTES

1. CALL MEETING TO ORDER & PROOF OF NOTICE: The meeting was called to order at 2pm.
2. ROLL CALL & DETERMINATION OF QUORUM: A quorum was established with the following board members present; Tom Roberts, Mary Butts, Tom Little, Gwynne Jones, and Dexter Wright.
3. APPROVAL OF PREVIOUS MINUTES: TABLED.
4. UNFINISHED BUSINESS: Maintenance Items
5. NEW BUSINESS:
 - PLEASE NOTE THAT A SPECIAL ASSESSMENT MAY BE CONSIDERED AND VOTED ON BY THE BOARD OF DIRECTORS AT THIS BOARD MEETING. THE NATURE OF THIS SPECIAL ASSESSMENT IS TO FUND THE PERICO BAY ASSOCIATION SUPPLEMENTAL ASSESEMENT APPROVED AT THE JUNE 6th BOARD MEETING IN THE AMOUNT OF \$480 PER UNIT FOR THE WEST BOARDWALK REBUILD. THE \$480 PER UNIT WILL BE DUE BY 10/1/23.
 - **MOTION** made by Tom R. seconded by Gwynne to approve the assessment in the amount of \$480 per unit, due by 10/1/23. MOTION passed unanimously.
 - Reserve funding was discussed.
6. Next Meeting Date: October 2023.
7. ADJOURNMENT: With no further business to discuss, the meeting adjourned at 2:400pm.

Submitted by:

Nicole Banks, CAM

Sunstate Management

For the Board of Directors