

CROWN COLONY

HOMEOWNERS ASSOCIATION

379 IMPERIAL WAY, DALY CITY, CA 94015-2503 • (650)756-8220 • FAX: (650)756-4323

BOARD OF DIRECTORS' MEETING AGENDA

SEPTEMBER 23, 2020

VIA THE ZOOM CLOUD MEETING APP WHICH YOU WILL NEED TO DOWNLOAD

IF PLANNING TO JOIN IN - CALL THE HOA OFFICE BY 12:00PM ON 9/22/2020 TO OBTAIN LOG IN INFO

1. **Executive Session - CLOSED MEETING (except for any invited participants) 12:30pm**
No Business
2. **Open Forum - (Questions to be submitted to HOA by 12:00pm on 9/22/2020 and will be addressed by the Board at the start of the Regular Open Meeting).**
3. **Call to Order - Regular Open Meeting 1:00pm**
4. **Introduction of Board Members and Management Company - Appointment of Emily Newell to Board of Directors Open Seat**
5. **Approval of Minutes of July 15, 2020**
6. **Acceptance of Reports**
 - a. Managing Agent's Report
 - b. Financial Report Recap/Bank Reconciliations/Delinquency Reports (August 2020)
7. **Unfinished Business**
 - a. Ratification of Window and Door Installations
 - b. Ratification of Proposal from Transbay Elevator Co. Line #9905
 - c. Ratification of Change Orders from Cagwin & Dorward - Line #9915
8. **New Business**
 - a. Renewal of Insurance Coverage for 2020-2021 - Line #5020
 - b. Approval of 2019-2020 Audit - John Takemoto - Line #5002
 - c. Proposals for Asphalt Repairs at 361 Half Moon Lane - Line #9925
 - d. Proposal for Curb Repairs near Bldg. 20 - Ideal Landscape & Concrete - Line #5370
 - e. Proposal for 5 year Elevator Load Test - Transbay Elevator Co. - Line #9906
9. **Announcement of Decisions Made in Executive Session - 7/15/20**
10. **Time, Date and Place of next Regularly Scheduled Meeting - 10/21/2020**
11. **Adjournment**

(All Times Approximate)