

**LAURELWOOD CONDOMINIUM ASSOCIATION INC.**  
**BOARD OF DIRECTORS SPECIAL MEETING**  
**January 29, 2018**

The meeting was called to order at 3:59 PM by Chris McDermott, the Vice-President. Other attendees were Helen Gilson, Will Ruby, and John Corlito via speakerphone, which constituted a **QUORUM**. Rosalie Rogan was unable to attend. Proof of meeting notice was also established.

Ruby made a **MOTION** to waive the reading of the last Board minutes and to approve them; Gilson seconded the dual motion and the motion passed by a 4-0 vote.

**SELECTION of a NEW MANAGEMENT COMPANY:**

McDermott opened the discussion concerning a change of management. We will be transferring Laurelwood's management duties to Ameri-Tech Community Management, Inc., effective March 1, 2018.

Open to what serves the community best, Board members have researched other management companies, interviewing them and asking for proposals. The proposals received varied in cost by over \$7,500 annually and the proposal under consideration will save \$1680 annually. We will incur a standard charge to make the transition.

We anticipate little disruption for the owners; monthly assessment fees will go to the same bank and everyday maintenance issues will continue to be serviced by Bay Management until the end of February. Owners can expect a higher technological level of involvement. The Association will have its own website, with communication features and most importantly, access to condominium documents.

Ameri-Tech will be taking a number of steps to introduce itself to the Community during the month of February.

McDermott made the **MOTION** to accept the proposal from Ameri-Tech for our management needs. Ruby seconded the motion and it passed by a 4-0 vote.

**ADJOURNMENT:**

McDermott made the **MOTION** to adjourn, Corlito seconded it, and the motion passed by a 4-0 vote. The Board meeting adjourned at 4:15 PM.

Respectfully submitted by Helen Gilson, Secretary.

APPROVED: April 13, 2018