

<b>DESCRIPTION:</b>	<b>Board Meeting Minutes</b>		
<b>COMMUNITY:</b>	<b>Hampton Hills Condo</b>		
<b>DATE:</b>	<b>July 18<sup>th</sup> 2016</b>		
<b>LOCATION</b>	<b>Community Clubhouse</b>		

<b>Topic Number</b>	<b><u>Meeting Minutes</u></b>
<b>1</b>	<ul style="list-style-type: none"> <li>• Call to order: 6:30pm by Brian Fein</li> </ul>
<b>2</b>	<ul style="list-style-type: none"> <li>• Roll Call: Jose Beltran and Brian Fein – Absent / Kristin Cain</li> </ul>
<b>3</b>	<ul style="list-style-type: none"> <li>• May 16<sup>th</sup> 2016 Minutes: Jose motioned to approve, Brian 2<sup>nd</sup>; vote: unanimous; so moved.</li> </ul>
<b>4</b>	<ul style="list-style-type: none"> <li>• Financial report presented by Swift Management</li> </ul>
<b>5</b>	<ul style="list-style-type: none"> <li>• Old Business presented by Manager Charles Brown - See below for details</li> </ul>
<b>6</b>	<ul style="list-style-type: none"> <li>• New Business presented by Manager Charles Brown – See below for details</li> </ul>
<b>7</b>	<ul style="list-style-type: none"> <li>• Meeting Adjourned – 6:58 p.m.</li> </ul>
	<b><u>FINANCIAL REPORT – NOT PROVIDED / MANAGEMENT REPORT</u></b>
	<ul style="list-style-type: none"> <li>• Operating Account: \$177,438.56</li> <li>• Reserve Balance: \$385,594.78</li> <li>• Delinquency Balance: \$90,104.05</li> </ul>

**UNFINISH BUSINESS: ACTION ITEMS**

<b>Topic Number</b>	<b>Description of action items</b>	<b>Tabled</b>	<b>Pending Meeting Date</b>	<b>Completed</b>
1	Selected front doors painting project		3/21/16	

Status values: **New, Open, Pending** and **Completed**.

**NEW BUSINESS: ACTION ITEMS**

<b>Topic Number</b>	<b>Description of action items</b>	<b>Tabled</b>	<b>Pending Meeting Date</b>	<b>Completed</b>
1	Swift will purchase (2) dryer vents from Walmart.		7/18/16	
2				