

The Association of the Apartment Owners of Apusento Garden Condominium

Regular Board of Directors Meeting
Meeting Minutes – Thursday March 14, 2024
Apusento Gardens Resident Managers Office, 6:00 PM

G. Sanders verified that a quorum was present and called the meeting to order at approximately 6:09 p.m. at the Apusento Garden Resident Manager's office, Chalan Pago, Guam.

1. Roll Call

a. Board of Directors ("Board") Present

Gerald Sanders, President
Sandy Yow, Vice President
Jerold Filush, Treasurer
Galen Haye, Member
Kevin Kay, Member

b. HOA Property Manager ("PM")

Anne Castillo

c. Apusento Gardens Resident Manager

Jemimah Kay

d. Apusento Gardens Operations Manager

Bryan Keller

2. Approval of Previous Meeting Minutes

- a. The Board reviewed the Meeting Minutes from February 1, 2024.

J. Filush motioned to approve the Meeting Minutes of February 1, 2024 with the following corrections to be made by the Property Manager:

New Business Section B: Correct the Name "Rome" to "Jerome"

Correct the name "K. Kaye" to "K. Kay"

Section N: "K. Kay made a motion to allow CCP Vehicle to park on the Back lot. It was clarified that other residents with commercial vehicles must submit requests for approval."

Seconded: G. Sanders

Unanimous vote, motion carried.

3. Approval of Financials for June 2023 – February 2024

- a. The Board of Directors Reviewed Financial Reports from June 2023 – February 2024

The financial reports covering the period from June 2023 to February 2024 were presented during the meeting.

However, it was noted that there was no motion to approve the financials, and approval was not granted during the meeting until J. Filush (Treasurer)

4. Treasurer's Report

- a. J. Filush informed the Board of Directors that will continue to review the financials received from Leonard Campos (REMAX Operations Manager) and return to the Board with an update.

3. Property Manager's Report

a. On-Going financial work with REMAX Management for cleaning up Quickbook accounts. PM is only instructed to review and assure all late fees are being charged to homeowners who have not made CAF payments on time.

- b. Still pending on response back from Cleanshot to revisit the scheduling for vent cleaning as initiated by previous Resident Manager

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4. Resident Manager's Report

- a. Rubbishman changed out 10 bins no charge as they were showing signs of rust and deteriorating. Pending 1 bin for replacement as there was a vehicle parked in front of the bin.
- b. Has full communication access to Denanche Team.
- c. Email Address updated for residents to reach RM.
- d. Advised all vendors of the new POC RM Contact.
- e. Has met 4 new tenants, and registered at RM office.
- f. Pending more information from Lucky Lock Smith for mailbox.
- g. Pool has been serviced by Tropical Pool Services (TPS).

4. Operations Manager's--- Report

- a. Grounds Keeping – Parking lots are finished, continue to proceed with all grounds maintenance check.
- b. Waterblasting completed behind G Building and basket ball court.
- c. Pool Status – Waterblasting done, inside of pool needs painting and tile work.
- d. Additional parking stops needed, OM proposed 4x4 galvanized piping for parking barriers on the backlot, with approval from the Board of Directors to purchase supplies.

Motion: G. Sanders made a motion of \$1,500.00 for OM to purchase materials needed for additional Parking Lot barriers

Second: J. Filush

Unanimous Vote, Motion Carried.

- e. Exit signs to be installed next following week.
- f. Balcony Railings – J. Kay (RM) will send notice to all residents for checks on balcony railings, for count of needed to repair.
- g. OM is creating a project list suggestions for property; Ponding Basin fence line grass needs to cut 6 feet back. Goats are a suggestion to put at ponding basin for grass maintenance.
- h. Swing sets repainted completed, and put back. Suggestion to put 4-5 picnic table for residents to use.
- i. Followed up on the payout for 535 mileage.

Motion: K. Kay motioned to reimburse OM the 535 mileage owed, with the understanding next payout OM to log mileage log on sheet as provided by PM for tracking.

Second: J. Filush

Unanimous Vote, Motion Carried.

5. Old Business

- A. Roof Assessments.
 - B Building to be assessed first prior to work to be conducted.

6. New Business

- a. Annual Meeting – SATURDAY, MAY 4, 2024 10:00 AM – 12 PM @ Apusento Gardens Property
 - G. Sanders made a motion schedule Annual Meeting for Apusento Gardens on May 4, 2024**
 - Seconded: K. Kay**
 - Unanimous Vote, Motion Carried**
- b. Pool Signs
 - K. Kaye made a motion to approve quote of \$263.00 from Victoria Printing with pool hours from 6AM – 8PM.**
 - Seconded: G. Sanders**

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Unanimous Vote, Motion Carried

c. Neighborhood Watch

K. Kay motioned to begin a neighborhood watch for Apusento Gardens, and to create quarterly newsletters

Seconded: G. Sanders

Unanimous vote, motion carried

7. Open Forum

a. K. Kay made a motion that employee contracts are made for Jerome & Roman, to indicate normal working days and holidays.

Seconded: G. Haye

Unanimous vote, motion carried.

8. Next Meeting:

Thursday April 18, 2024, 6:00 PM

9. Adjournment

G. Sanders adjourned the meeting at approximately 8:22 p.m.

I hereby certify that the preceding is a true and correct copy of the approved Minutes of the Board of Directors' meeting held on **March 14, 2024**

Apusento Garden Board of Directors

Date