



# Mission Ridge Condominium Association

Board of Directors General Meeting Minutes  
November 21, 2024  
Amended January 23, 2025

**PRESENT:**

- o Terry Keller – President
- o Courtney Mountjoy-Reza - Secretary
- o Paul Soletto – Director
- o Tina Rozycki – Keystone Management
- o Jane Vasquez – Treasurer
- o Sally Gibb – Vice President

**I. CALL TO ORDER:**

- o President Terry Keller called the meeting to order at 6:36 p.m.

**II. APPROVAL OF MINUTES:**

- o MSCM to approve the General Meeting minutes of October 24, 2024.

**III. FINANCIAL:**

- o Treasurer’s Report given for October 2024 revenue/expenses and account balances as of November 21, 2024.
- o MSCM to write off the past dues from previous owners.
- o MSCM to waive \$12 of late fees and charge \$30 for administrative costs in response to Unit 10325-173’s request to waive late fees.
- o MSCM to deny Unit 10225 – 133’s request to waive late fees.
- o MSCM to approve resolution for October 2024 expenses in excess of \$10,000.

**IV. MEMBER DELIQUENCY:**

- o Board reviewed delinquency report.
- o APN #434-200-02-36 paid in full.
- o APN #434-200-02-30 paid in full.

**V. ADMINISTRATIVE:**

- o MSCM to accept Beck and Company CPAs, Inc’s proposal in the amount of \$1,180.00 to prepare state and federal taxes.

**VI. NEW BUSINESS:**

- o MSCM to approve architectural request for Unit 10250 – 44 to install windows.
- o MSCM to approve architectural request for Unit 10225 – 128 to install windows.
- o MSCM to accept the modification of the Proposed Rule Change – Clubhouse Use and Rental and Pet Rules.
- o MSCM to approve Purcor bid for termite spot treatment at two carports in an amount not to exceed \$950.00.
- o MSCM to put a portion of the pool furniture into storage for winter months.

**VII. HOMEOWNER’S FORUM:**

- o Christmas gift cards.
- o Tennis court cracks.
- o Girl scout cookies.
- o Door handle at gym door.
- o Garage sale.

**VIII. ADJOURNMENT:**

- o Adjourned the General Meeting at 7:18 p.m.
- o The next scheduled general meeting will be on Wednesday, December 18, 2024.

*\* MSCM – Moved, seconded, carried by majority*

BOARD MEMBER SIGNATURE \_\_\_\_\_(Terry Keller, President)

BOARD MEMBER SIGNATURE \_\_\_\_\_(Courtney Mountjoy-Reza, Secretary)

DATE APPROVED BY THE BOARD \_\_\_\_\_