

**MINUTES  
GATEWAY CONDOMINIUMS  
SPECIAL MEETING OF THE BOARD OF DIRECTORS  
MONDAY, DECEMBER 21, 2020 – 4:15 P.M.  
VIA CONFERENCE CALL**

Present:                   John Gavras  
                                Jean Woloszko  
                                Neil Gamblin  
                                Steve Figlewski  
                                Greg Cielinski  
                                Roger Rolfe  
                                Scott Kelley, Toad Property Management

The meeting was called to order at 4:20 pm and Jean confirmed there was a quorum.

Greg made a motion for the Association to pay Community Banks \$947,769.46 against the construction loan. The remaining balance of \$454,468.36 would become a Community Banks loan paid by four owners of the Association. Steve seconded the motion and it was unanimously approved.

Jean had circulated to the Board a draft letter to go to owners, on Gateway letterhead, detailing the work completed and a breakdown of the associated costs. This letter could be presented by owners to their insurance company. Greg made a motion to approve the letter as drafted outlining the special assessment of \$2,021,625.98 to be pro-rated between all owners in accordance with the square footage of units. Steve seconded the motion and it was unanimously approved.

The meeting adjourned at 4:50 pm.

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Prepared by Rob Harper,  
Toad Property Management