

**PITCHFORK CONDOMINIUM ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**OCTOBER 21, 2022 – 1:30 PM**

Hannes Gehring of Toad Property Management called the meeting to order at 1:35 pm.

**Present via Zoom:**

Seth Quigg

Scott Harris

Hannes Gehring, Toad Property Management

Hannes said there was a quorum.

Hannes explained the purpose of the meeting was to discuss a special assessment to pay the outstanding \$4,400 to ServPro and ease cash flow problems for operating expenses. Hannes said he had worked through the figures and \$900 per unit spread over three months would be his suggestion.

An owner had promised to pay an outstanding balance of \$2,000 and if that payment was made the Association would have approximately \$4,000 in the Bank. Four of the six owners had paid the October dues. Hannes stressed the need to be able to respond to any emergency maintenance, especially boiler repair to keep heat in the units.

After a long discussion about the benefits of different amounts for the special assessment Scott made a motion for a special assessment of \$5,400 (\$900 per unit) spread over 4 months. Seth seconded the motion and it was unanimously approved.

Hannes agreed to get invoices out as quickly as possible and email owners explaining the need for the special assessment.

At 1:54 p.m. Seth made a motion to adjourn the meeting. Scott seconded the motion and it was unanimously approved.

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Prepared by: Rob Harper  
Toad Property Management, Manager