PALMA VISTA HOMEOWNERS ASSOCIATION
1353 Ave. Luis Vigoreaux PMB-341 Guaynabo, PR 00966

Minute Meeting Board of Directors
Friday, Feb 25th , 2021

Present:

- Dr. José Muñoz, President
- Mr. Kevin Sherratt, Treasurer
- Dr. Cristina Ramos, Secretary
- Invitees
- Lic. Vivas
- Lillian Domínguez, TPM- PV administrator

The meeting was started at 5:30 PM

Issues discussed and determinations of the Board of Directors:

I. Change to façade and request for canopy removal for unit D-301 update by Lic. Vivas
   a. Letters and communications with the owner have been done thru appropriate legal procedure. The owner pointed out other modifications that have been done without approval of the BOD and without agreement of the council of members. These modifications where done many years ago. The law provides a mechanism to inspect those properties and if they do not affect the façade and do not damage the integrity of the building they can be brought to the council for approval.
   b. A memorandum will be sent to all the owners with these concerns and professional inspection to the changes that need to be ratified.
   c. A letter will also be sent to the owner of unit D-301 to explain how his concerns and how the canopy installation will be managed with the council of owners.

II. Assembly: measurements were taken, and the area of the gazebo is not able to accommodate the owners during the assembly in compliance meeting social distancing protocol. Other venues will be explored to be able to meet these requirements.The meeting ended at 6:40 p.m.

Minute Meeting Board of Directors

Minutes taken by:

José Muñoz	Cristina Ramos
President-Board of Directors	Secretary-Board of Directors
Council of Titulares Palma Vista	Council of Titulares Palma Vista