

February 1, 2021

Minutes of Fairway View Condominium Association Finance Committee (FC) Ad Hoc Meeting.

The meeting was called to order by the Chair, Patrice Audet at 1:20pm using the Zoom platform.

A quorum was established. Members present: Tony Mirarchi, John Payne, Mac Stevens, Liz Palles and Brenda Norton.

The purpose of the meeting was to discuss the committee's proposed Letter to Owners addressing the errors on Schedule C pertaining to the value and percentage of ownership/vote of 12-units and a proposed plan of correction that creates the need to adjust the reserve and operating fund assessment fees of all-128 units.

The draft of the letter's fifth version and its proposed attachments were reviewed, discussed and edited.

Mac Stevens moved that the committee accept the letter and its attachments as revised, during this meeting, and that the Chair present the letter to the Board of Directors with the FC recommendation that they consider accepting this letter and presenting it to legal counsel. Brenda Norton seconded the motion. John Payne, as an owner of one of the affected units recused himself from the vote.

**MSP.**

The meeting adjourned at 2:25pm without a motion.

The minutes above have been prepared as read by Brenda Norton, Secretary of the Fairway View Condominium Association Finance Committee and are true and correct to the best of my knowledge and belief.

A handwritten signature in black ink, appearing to read 'Brenda Norton', with a long horizontal flourish extending to the right.

Brenda Norton, Secretary, Fairway View Condominium Association Finance Committee  
The minutes were approved by FC at 2-16-2021 meeting.

**MSP:** Motion Seconded and Passed.