

CANTERWOOD STEP SYSTEM ASSOCIATION

Minutes of Meeting of the Board of Directors

Date: July 5, 2018

Board Members Present: Brice Bledsoe, Dan Lott, Charles Pruitt and Ken Sadoian (Chairman)

The meeting was called to order by Chairman Ken Sadoian at 1 p.m.

Service Provider Presentation. Robert Leach of A Advanced Septic Services (A Advanced) made a presentation to the Board concerning the inspection, repair, septic tank pumping and related services that his company offers to its customers. Mr. Leach then left the meeting. The Board deferred any decision on how best to utilize A Advanced for the benefit of the Association.

Approval of Minutes. The minutes of the meeting held on May 24, 2018 were approved.

Financials. Treasurer Brice Bledsoe reported that Kalles Community Management (Kalles) has not prepared a financial report for the Association since April 2018. Mr. Bledsoe and Ken Sadoian undertook to complain to Kalles' top officers and to seek assurances that this failure on the part of Kalles to perform its contractual duties to the Association will be promptly corrected. In addition, Messers Bledsoe and Sadoian will seek confirmation from Kalles that it has kept the Association's lawyer apprised of all delinquencies and has or will file a timely annual report for the Association with the Secretary of State. If the aforesaid failure is not promptly corrected, the Board will seek out a replacement for Kalles.

Administrative. Without a current financial report, the Board could not review delinquent accounts.

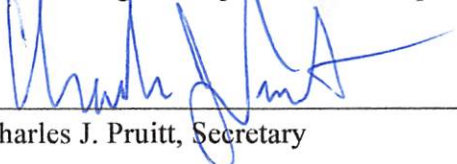
Operations. Mr. Sadoian discussed the current status of the Orenco and Parametrics contracts. The Board also discussed inviting septic system service providers for proposals to inspect and service each member's septic system for a preferred and/or uniform set price.

Insurance. The Board has been informed by its insurance agent that its general liability insurance policy is scheduled to be renewed and that the Board has provided its D & O insurance carrier with the information requested by the carrier to renew that policy.

Mapping. Mr. Sadoian intends to invite the person engaged by Canterwood Homeowners Association to prepare maps of the community to speak to the Board at a future meeting.

Emergency Preparedness. The Board discussed what actions, if any, should be planned or taken in advance of any disaster or other emergency effecting the STEP system.

The meeting was adjourned at 3:00 p.m.



Charles J. Pruitt, Secretary