

**Lexington Lakes Condominium Association, Inc.**  
**BOARD OF DIRECTORS WORKSHOP**  
**March 8, 2023,**  
**APPROVED MINUTES**

**Call to Order:** Marc Goldberg called the meeting to order at 11:06 a.m.

**Quorum:** A quorum was established with the following Board members. Marc Goldberg, Marion Jones, Linnea Sheets, Bruce McCall, and Karen Morrow.

**Verification of Posting:** Property Manager confirmed posting per statute.

**Management Present:** Jim Schmidt LCAM from Reef Property Management.

**Residents Present:** None

**Collection Policy and Delinquent Accounts:** Board discussed adopting the following policy.

At 30 days resident will receive a late notice

At 60 days at 30-day notice of intent to send to attorney letter will be sent.

At 90 days attorney will begin collection action.

Payment plans would be spread over no more than 12 months.

Rent demand letters will be sent to units with tenants.

**Motion:** Linnea Sheets made a motion, seconded by Marc Goldberg, to adopt the policy.

**Motion Passed 5/0**

**Adjournment:** There being no further business.

**Motion: At 12:15 p.m.** Marc Goldberg made a motion, seconded by Marion Jones to adjourn.

**Motion Passed 5/0**