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**Windsor PLACE AT BERKSHIRE LAKES**

**Condominium Association, Inc.**

**Board of Directors and Budget Adoption**

**Meeting Notice**

**DATE:** Wednesday, November 11, 2020

**TIME:** 7:00 p.m.

**LOCATION:** **Conference**

**Call-In Number: 866-705-2554**

**Listen-In Passcode: 4841597**

**Any questions for the meeting please email** [**dkosmala@vestapropertysevices.com**](mailto:dkosmala@vestapropertysevices.com) **or text to 239-728-1303 prior to or during the meeting. They will be reviewed at the end of the meeting.**

**AGENDA**

1. **Call to order and determination of Quorum**
2. **Proof of Notice**
3. **Disposal of the Previous Meeting Minutes**
4. **President’s Report**
5. **Vice President Report**
6. **Directors Reports**
7. **Treasurer’s Report**
8. **Manager’s Report**
9. **Committee Reports:**
10. Leases and Sales
11. **Old Business:**
12. **New Business:**
    1. **Mulch**
    2. **Tree Trimming**
    3. **Approve 2021 Annual Budget**
13. **Open Forum**
14. **Adjournment**