

**Errol by the Sea Condominium Association**  
**SPECIAL ASSESSMENT MEETING**  
**December 3, 2022 at 9:45am**  
**Errol by the Sea Clubhouse/Zoom Meeting**

## **MEETING MINUTES**

**Attendees:** All Board Members present  
Kerri Gallagher, CAM

Cheryl Fazio called the meeting to order at 9:45am.

**Approval of the Meeting Minutes:** Jim Lacovara motioned, Cheryl Fazio seconded, to approve the minutes of the October 8, 2022 meeting as written. Motion passed unanimously.

**Resolution of Special Assessment approved of as part of the 2023 Budget:** “The Board of Directors of Errol by the Sea hereby resolves that a special assessment in the amount equal to three months’ worth of monthly Association fees is due from all owners of record as of December 3, 2022, and for the purpose of funding the Operating Budget. The assessment due date is March 1, 2023. A special assessment is subject to the collection policies set forth in the Association’s Declaration.”

**Adjournment:** Cheryl Fazio adjourned the meeting at 10:45am. Cheryl Fazio motioned, and Darren Campbell seconded. Motion passed unanimously.