MINUTES
Board of Managers Meeting
Coronada Condominiums Assoc., Inc.
Coronada Clubhouse
November 25, 2025

I. Greg called quorum at 7:05 p.m. with 6 members present.
II. Roll call (aloud and by way of sign-in sheet)

PRESENT	Greg Avina, President
PRESENT	Rob Crandall, Vice President
PRESENT	Deborah Campbell, Treasurer
PRESENT	Tracy Polanowski, Secretary
ABSENT	Eileen Koesy, Member
PRESENT	Cindy Million, Member
ABSENT	Rob Thomas, Member
PRESENT	Jean Nicholson, Member

III. Proof of notice of meeting (Secretary). All monthly Board meetings occur on the **fourth Tuesday** of each month unless otherwise stated. Changes are posted on the bulletin board hanging inside the clubhouse beside the front door. Please look at the bulletin boards when you come to get your mail.
IV. Approval of minutes of preceding meeting (October 28, 2025).

MOTION: Tracy moved that we accept the minutes as she presented them; Greg seconded. The motion passed at [redacted]

V. Reports of Officers
   A. President's report (Greg).
      1. Security incidents
         a. **IMMEDIATE DANGER—CALL 911**
         b. No immediate danger: MNPD non-emergency number is 615-862-8600 or 311 or hub.nashville.gov
      2. Traffic stops both at the 4-way stop by the clubhouse and at the exit. Please be aware that drivers on Hwy 70S can be traveling quite fast, so use care when exiting the complex.
      3. Other areas
         a. On the hill and on the playground, some people are not cleaning up after their dogs; we've had less trouble with this lately. Please pick it up after your dog poops anywhere in the complex.
         b. Thank you to those who pick up other people's dogs' poop; we notice, and we appreciate it.
      4. Update on change in Board leadership. Weymouth Atkinson was voted out of the presidency, and Greg Avina was voted into the presidency. You may email your maintenance request (a.k.a. work order) directly to Greg at [redacted] or you can get a work order form from the shelf beside the office door. Fill out the work order (a.k.a. maintenance request) form and slip it through the mail slot in the office door or into the Coronada Mailbox.
      5. Tracked active work orders.
         a. [redacted]
         b. [redacted]
         c. [redacted]
         d. [redacted]

e.
f.
g.
h.
i.
j.



6. Changes in maintenance request (a.k.a. work order) submission and Board leadership may cause a slow-down in the speed of response to work orders, but don't lose hope. This administration is working hard every day to advance these.
7. Documentation of chimney inspections and dryer vent inspections are DUE ON 15 DECEMBER 2025; **we need these for insurance purposes**. We need a physical copy of these to put in your condo file.
8. Announced open Board positions that will be voted on at the **January 15, 2026, Annual Homeowners' Meeting**.
9. Discussed methods to eliminate unethical proxy voting. The purpose of proxy voting is to give a voice to those who are unable to come to the meeting, not to rob them or make that decision for them. Proxies must be submitted to Tracy—only one vote per condo—on the day of the election. We will number the proxies to help keep track of this.
10. The Board has gotten a couple of complaints regarding people's parking their vehicles parallel to the big flowerpots in front of the clubhouse and then staying there for hours; this has made it impossible for others to park their cars at an angle for just long enough to check their mail. If you need to park for longer than a couple of minutes, please go ahead and park in the guest parking lot.

B. Vice President's report (Rob Crandall). Update on the Property Management Search.
1. The committee has suggested three different property management companies, with a fourth to be added, for the Board to interview:
   a. Facility Management Services, contact Faye Ellis;
   b. David Floyd & Associates;
   c. Metropolis, contact Martin Lobb; and
   d. Timmons Properties.
2. Many of the companies researched are not really interested in small HOAs; they prefer things like short-term rentals like Airbnb's and other things.
3. We will have to negotiate those contracts.
   a. How work will be supervised is a very serious issue that these contracts are trying to shift off to the HOA; we will have to discuss what the Board is going to prioritize and compromise on.
   b. Greg said that the Property Management Search Committee is now dissolved and that the Board will move to the interviewing phase.

C. Treasurer's report (Deborah Campbell).

1.

Operating account:	$ 45,902.60
Money Market:	$ 78,720.45
Assessment:	$120,240.90
Total cash on hand:	**$244,863.95**

Scheduled move to Reserve Fund
Oct/Nov2025 -$8,000.00
Move to Reserve Fund: 11-28-2025

2. We haven't used any assessment money yet but probably will soon.
3. Some homeowners have private flood insurance; you may keep that until it expires and then do whatever you like. However, Coronada [redacted] have decided that we need a policy of our own; so we have engaged in a policy for flood insurance for part of Pebble Brook and part of Holly Forest. So currently those covered now would be covered under this policy. The Coronada would be the holder of this policy; there won't be individual names anymore, and the SBA is first as far as payback of any kind. Coronada will be second. You should have gotten a letter from Farmer's Insurance by now, stating all of the above.
4. We're having problems with mortgage companies, which is why we're making a change. When the sellers go to sell, they don't always transfer the policy; they cancel it.

D. Secretary's report (Tracy). Please be sure to update your preferred email with Tracy; several emails have been returned every time because the mailbox cannot receive mail for whatever reason. You may email your correct email address to Tracy at [redacted] Thanks!! (By the way, if you're receiving emails from Tracy already, she now has your address; so you don't need to send your email to her.)

VI. Reports of Committees. Greg said a tremendous thank-you to the Property Management Search Committee for all their hard work; this was our only committee.

VII. Unfinished business. None.

VIII. New business. None.

IX. Announcements

A. The Holiday Party is scheduled to occur on Saturday, December 6, 2025, from 5p until 11p. Coronada will provide the meat. If you want alcohol, bring your own bottle (You will **not** be expected to share unless you want to☺.). All attendees should bring a covered dish.

B. Tracy will be in the office from about 10a to about 2p on Mondays and Fridays and sometimes Wednesdays; this will change as needed/requested. You can email Tracy at [redacted] emails are not case sensitive.

C. The Book Club meets in the clubhouse on the third Tuesday of the month. This month's book will be Claire Keegan's *Small Things Like These.* The meeting for December 16, 2025, at 6:00 p.m., will be the Book Club Christmas Party. Anybody who wants to participate in the gift exchange should bring a wrapped book, one they would recommend or like to read. You may contact Brenda Ellis or Hunter Crabtree for more information.

D. We have replenished forms in the small shelf just outside the office door. The community can find forms for new residents, clubhouse rental, and maintenance requests (a.k.a. work orders), among others, on that shelf.

X. **MOTION:** to adjourn by Greg; [redacted]

XI. Adjourned at 7:28 p.m.

Homeowners' Forum follows the Board meeting.

7:05p. start

Board Sign-In Sheet for November 2

Greg Avina, President
Rob Crandall, Vice President
Deborah Campbell, Treasurer
~~**Weymouth Atkinson, Member**~~
Rob Thomas, Member
Jean Nicholson, Member
Cindy Million, Member
Eileen Koesy, Member
Tracy Polanowski, Secretary

[redacted]

HOA MEETING 11-25 , 2025 SIGN IN SHEET

PRINTED NAME	SIGNATURE		PRINTED NAME	SIGNATURE
[redacted]				

CORONADA HOA
BOARD OF MANAGERS
MEETING
TUESDAY, NOVEMBER 25, 2025, AT 7P IN THE CLUBHOUSE

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