Harbor House Condominium · Fictional community

October board meeting

MEETING RECORD · DRAFT MINUTES FOR REVIEW

Fictional demonstration — no real association or decision.

Session date: October 22, 2026 · 7:00–8:14 PM Eastern | Status: ended

Prepared: 2026-10-23T13:00:00Z | Record: d79ebdf0-27c8-49df-b899-e3badc621e3f

At a glance

5 eligible board members · 2 recorded motions · 4 agenda items

Roll call: 5 members confirmed by Beth Rowan at 2026-10-22T23:02:00Z. The chair conducted roll call and confirmed that five eligible directors were participating; the recorded quorum threshold was three.

Decisions

North roof waterproofing · $48,900 allocation

passed · 4 approve / 0 reject / 1 abstain

Beth Rowan: approve • Marcus Ellison: approve • Mei Chen: approve • Gabriel Ortiz: approve • Elena Brooks: abstain

Garage sump-pump replacement · $7,800 allocation

passed · 3 approve / 1 reject / 1 abstain

Beth Rowan: approve • Marcus Ellison: approve • Mei Chen: approve • Gabriel Ortiz: reject • Elena Brooks: abstain

Draft minutes

The meeting was called to order at 7:02 PM. Five directors attended; Arjun Patel, property manager, moderated without a vote. Fourteen verified resident observers joined during the open session, including one telephone participant.

The treasurer reviewed September operating results: $184,250 in receipts, $176,840 in expenses and an operating balance of $213,600. The reserve balance reported as of September 30 was $1,246,800; these fictional figures are for demonstration only.

Motion 1 authorized up to $48,900 from the building-envelope reserve for north roof waterproofing, subject to final insurance and scope verification. The motion passed 4–0, with one abstention. Management will obtain the signed proposal and present the start date by October 30.

Motion 2 authorized a garage sump-pump replacement budget of $7,800. The motion passed 3–1, with one abstention. Management will confirm a temporary drainage plan before scheduling work.

Residents asked about roof access notices, contractor working hours and temporary parking restrictions. Management will publish a coordinated notice at least seven days before the planned start. The chair closed the open session at 8:14 PM. These minutes remain a draft pending board review.

Attendance and meeting controls

Beth Rowan · Eligible board voter

Marcus Ellison · Eligible board voter

Mei Chen · Eligible board voter

Gabriel Ortiz · Eligible board voter

Elena Brooks · Eligible board voter

Moderation and voting are separate capabilities. Resident guests cannot vote. Telephone callers use handset mute controls.

Transcription coverage and review

Fictional demonstration. All identities, amounts, decisions and transcript passages were authored for this example.

Sample transcript coverage is illustrative; it is not evidence of a live Twilio session.

Draft minutes must be reviewed and approved before publication as the association’s official record.

Native transcription is relayed by authorized moderator browsers. Text is not independently signed by Twilio. Review transcription accuracy, speaker matching, agenda transitions and any periods without an active collector before approving minutes.

Agenda-linked transcript

Operating results and reserve position

2026-10-22T23:08:14Z · Marcus Ellison

September receipts were $184,250 and expenses were $176,840. The reserve balance is shown separately from operating funds, and the reconciliation is attached to the board packet.

North roof waterproofing · $48,900 allocation

2026-10-22T23:22:07Z · Beth Rowan

The proposed allocation is up to $48,900. Approval is conditional on verification of insurance and the final waterproofing scope; this does not authorize additional work outside that scope.

2026-10-22T23:25:41Z · Mei Chen

Please include resident notice timing and access restrictions in the implementation plan. I support the allocation with those conditions recorded.

2026-10-22T23:28:03Z · Elena Brooks

I will abstain on this motion. Please retain my abstention in the named voting record.

Garage sump-pump replacement · $7,800 allocation

2026-10-22T23:46:12Z · Gabriel Ortiz

I would prefer a second comparison before approving the pump allocation. My vote on this motion is reject.

Resident questions and follow-up commitments

2026-10-23T00:03:27Z · Arjun Patel

The resident question concerns delivery access during the work. We will coordinate the access route with the contractor and include a map in the building notice.

2026-10-23T00:13:10Z · Beth Rowan

Management will return with the verified start date and notice plan. Thank you to everyone who participated; the draft record will be reviewed before approval.

Integrity and source record

SHA-256 of the canonical JSON evidence (sorted object keys; exportedAt and digest excluded):

40a230c6e87dba4eb85f7f04f2e269daf0bc5c464719682b31b02b06872e93d3

Named ballot receipts include an authenticated encrypted proof and digest retained by QRBuilding. They bind the stored identity and decision; they do not independently establish a person’s legal identity or certify statutory compliance. The JSON export contains the complete authorized evidence record.