

**POTOMAC CREST CONDOMINIUM  
BOARD OF DIRECTORS MEETING MINUTES**

Mercer Trigiani Conference Room  
112 S Alfred St.,  
Alexandria, VA

May 8th, 2018

Board Members Present: Ann Caughey, Brian Tenney, Suzanne Smith, Amit Vora

Board Members Absent: Roger Stull

Others Present: Michael Zupan, Mercer Trigiani; Mark Fields, Basheer & Edgemoore; Jenni & Harry Moon, unit owners; Jonathan Oie, Sentry Management.

- I) Call to order  
a. The meeting was called to order at 7:02 PM by Anne Caughey.

- II) Approval of Agenda

***Motion by Ann, seconded by Brian to approve. Motion carried.***

- III) Approval of Minutes

***Motion by Anne, seconded by Brian, to approve the April, 2018 meeting minutes as submitted. Motion carried.***

- IV) Executive Session

***Motion by Ann, seconded by Suzanne, to enter executive session at: 7:26 PM.***

***Motion by Ann, seconded by Suzanne, to exit executive session at 8:53 PM.***

- V) Reconvene Board Session

***Motion by Ann, seconded by Suzanne, for Management to contact Becht as discussed in executive session.***

***Motion by Suzanne, seconded by Amit, for Ann to sign the Becht Continuation Agreement.***

***Motion Carried.***

- VI) Adjournment

***Motion by Suzanne, seconded by Amit, to adjourn. Motion carried. Meeting adjourned at 8:59 PM.***

Respectfully Submitted,

Brian Tenney, Secretary

By Jonathan Oie, Sentry Management

Date Approved: 6/5/18

Signature: Brian Tenney