



St. C Condominiums

St. Croix, U.S. Virgin Islands

Secretary's Report

Submitted by: Mark Pratt

Following is a summary of actions taken by the Board to be recorded with the Minutes for the Board Meeting to be held on December 8, 2021:

Regarding Changes to Check Signatories

November 13, 2021

- **Motion:** [J. Hodge] Add Vicki Rivera and Mark Pratt as signers and remove Shay Richardson as a signer on the Bank of St. Croix and First Bank accounts.
- The motion was seconded by S. Jones and carried by a majority of the Board with six (6) "Yes" votes, zero (0) "No" votes and three (3) non-votes

Regarding Thanksgiving Gift Certificates for St. C Staff

November 18, 2021

- **Action:** Purchase gift certificates from Plaza East and have the GM distribute to St. C Staff on Friday, November 19, 2021.
- This action was decided by an informal vote (customary practice) and was carried by a majority of the Board with seven (7) "Yes" votes, zero (0) "No" votes and two (2) non-votes

Regarding Pool Filter Emergency Repair/Replacement

November 28, 2021

- **Action:** Authorize replacement of pool filter system.
- This action was decided by an informal vote and was carried by a majority of the Board with eight (8) "Yes" votes, zero (0) "No" votes and one (1) non-vote

To the best of my knowledge, the above is a fair representation of the actions taken by the Board Members of the St. C Condominium Association.

Mark A. Pratt

Mark Pratt
Secretary