

## BOARD MEETING UPDATE

TO: ALL RESIDENTS  
FROM: CVI  
DATE: April 13, 2022

Several items came up at the Board Meeting on April 5, 2022 that the Directors want to communicate to you.

**Online Payments:** Pay Online - Schedule Recurring Payments or Make One-Time Payments (E-check or Credit Card\*) - Go to Website: <https://propertypay.cit.com>

**Reminder:** The agent for Pines One Condominiums is HMS Insurance Associates. If you need a Certificate of Insurance for your mortgage company, please contact HMS at 1-800-356-6563 or email Karen Carmen at [kcarmen@hmsia.com](mailto:kcarmen@hmsia.com).

**Building Paint Colors:** The Board is reviewing new paint colors for unit and foyer doors and frames and stair railings.

**Remember to Vote:** The Annual Meeting is scheduled for May 3, 2022. **There are two** expiring positions on the Board are for a 3-year term. Nominations will be accepted from the floor the night of the Annual Meeting. Only write-in candidates who are properly nominated from the floor at the Annual Meeting can be considered for election. A proper nomination from the floor requires a motion, a second, and an expressed interest from the nominee. This interest can be expressed by his or her presence at the meeting or in a letter to the Board of Directors received prior to the Annual Meeting. Please remember to submit your proxy/ballot and vote for your Board of Directors. If you need a proxy/ballot you can pick one up from the onsite office.

Be sure to mail your proxy in advance so the meeting can commence PROMPTLY at 7:00 p.m. Be sure your proxy is submitted via mail to the management agent or to the onsite coordinator (Grantor) you must show identification for proof of residency!!! **DO NOT DROP IN THE DROP BOX IT WILL NOT BE ACCEPTED/COUNTED AS A VOTE!!**

**Election Committee:** The Board appointed an Election Committee to count ballots at the Annual Meeting to be held on May 3, 2022. The residents appointed are: Linda Woods and Jeanne Wall. If you are interested in volunteering, please submit your request in writing to [lthomas@cviinc.com](mailto:lthomas@cviinc.com). Thank you for volunteering.

**PCA:** The 2022 pool season is just around the corner. The 2022 pool association fee is due May 1, 2022. The 2022 assessment is \$174.00. The \$174.00 annual assessment should be mailed along with the coupon in the envelope provided. Please do not combine your monthly condominium fee with your pool fee. These fees are due to separate associations and must have separate checks written and separate coupons used. Payments are to be mailed to the address specified on the coupon and mailing envelope. **Payments are not accepted at the CVI or Pines I offices because the payments go directly to the bank.**

**Calber Portal:** Owners service requests can be placed through the Caliber Portal. In the portal you are able to view, upload and print community documents; view your account history; view your violation history; submit maintenance service requests and click on link to make HOA payments.

You can access the site by going to the following URL:

[https://frontsteps.cloud/CaliberWeb2\\_CondominiumVenture](https://frontsteps.cloud/CaliberWeb2_CondominiumVenture)

Below are the steps to register:

- Click on the link above.
- Select the "Register for a login" link.
- Enter your account number and email address.

- If you are one of multiple owners associated with the provided account number for the Condominium, you are required to select your name from the list provided.
- You will be sent an email with a link to complete your new account process.
- The email link will allow you to create a username and password (usernames must be unique).
- Once saved, you will be able to login into the web portal.
- Email [portalsupport@cviinc.com](mailto:portalsupport@cviinc.com) if you have questions regarding registering.

**Next Meeting:** Tuesday, May 3, 2022 via Zoom at 7:00 p.m. **ANNUAL MEETING!!!!**