

**MINUTES OF BUDGET MEETING**  
**SEA ECHO CONDOMINIUM ASSOCIATION, INC**

**December 29, 2023, at 10 am**

Via ZOOM

- **Call to order and Establish Quorum.**  
The meeting was called to order by Mr. Chen at 10:03 am. Mr. Toutouchian, Mr. Chen, and Mr. Crooms were present establishing quorum.
- **Approval of Minutes (12/5/23).**  
Mr. Chen made a motion to approve the minutes of December 5, 2023, as read. Mr. Toutouchian seconded. All in favor, motion carried.
- **Shortage on 2024 Budget.**  
Mr. Chen made a motion to approve a special assessment of \$1875.00 per unit due on March 1, 2024, late on the 15<sup>th</sup>. to cover insurance expenses. Mr. Crooms seconded. All in favor, motion carried.  
Mr. Chen made a motion to approve the budget for 2024 resulting in a charge to the owners of \$415 per month. Mr. Toutouchian seconded. All in favor, motion carried.
- **Open Forum.**  
Ms. Albanese is to issue a check to Mr. Toutouchian to cover the expenses to fix the cracks on the East and South side of the building.  
Ms. Albanese to ensure Mr. Crooms and Mr. Chen are set up as ACH on the new software.
- **Adjournment.**  
Mr. Chen made a motion to adjourn the meeting at 10:23 am. Mr. Toutouchian seconded. All in favor, motion carried.