

## MINUTES

### **Zia Vista Condominium Association Work Session, Tuesday, May 12, 2009, 5:30 P.M.**

The Zia Vista Condominium Association held a work session on Tuesday, May 12, 2009, at 5:30 P.M., in the Zia Vista Clubhouse. Present were Valerie Stasik (2009), President; Joshua W. Wells (2009), Secretary; Gondeck (2009), Member-at-Large; and Tina Tait, Association Manager. Absent were Andrea Gaytan (2009), Vice President and Karen Peterson (2009), Treasurer.

The work session was called to order at 5:30. The purpose of the work session was to update and revise the Zia Vista Condominium Association Policies and Procedures. This document is intended as a reference for present and future staff, Board of Directors, and Committee members. Having policies and procedures stated in one place makes it unnecessary to reinvent the wheel so to speak.

Updates and revisions were made. **Valerie moved that the Policies and Procedures document be approved as revised. Gondeck seconded the motion. All three Directors voted to pass the motion.**

The work session ended at 6:43.