To: All Owners
From: Mr. Humberto García, Board of Director's President
Date: August 20, 2026
Re: Agreements Notifications Ordinary Assembly Meeting August 18, 2026

Board of Directors: **Present:**	**Absent:** **Guests:**
○ President: Mr. Humberto García ○ Treasurer: Lic. Juan Acosta ○ Vice President: Mrs. María Luisa de Boyrie ○ Vocal – Mr. Rafael Herrero ○ Vocal: Mr. Robert Maj ○ Vocal: Mr. Gerónimo Robaina	○ Lic. Sally Delgado, Building Lawyer ○ Mrs. Sandra Otero, Administrator

Meeting Opening:
The Assembly started at 7:15 p.m. on Tuesday, August 18, 2026, in the condominium's activities room. The meeting was presided over by Mr. Humberto García, President of the Board of Directors. At the time the Assembly began, there were 12 owners present, and none were represented by proxy. Mr. García introduced Attorney Sally Delgado and asked whether anyone objected to her presiding over the Assembly. There were no objections, and Attorney Delgado assumed the direction of the meeting.

Proof of Notice:
The notice of the Assembly was presented. The notice had been sent to all owners by email, postal mail, and/or placed at the doors of their apartments, as requested by each owner.

Minutes Approval of Agreements of the Previous Assembly Act:

Mr. Rafael Herrero, Apt. 1205, submitted a motion that the minutes of agreements from the previous Assembly be considered read and approved. The motion was seconded by Ms. Zulma Homs, Apt. 806, and was approved without opposition or abstentions.

2025 President's Report Presentation (Exhibit A):
CPA Juan Acosta, Apt. 2403, submitted a motion that the President's Report be received. Mr. Rafael Herrero, Apt. 1205, seconded the motion. The motion was approved without opposition.

2025 Income and Expense Report and 2026 Budget (Exhibit B) Presentation and Discussion:
Mr. Rafael Herrero, Apt. 1205, submitted a motion that the 2025 Income and Expense Report be considered read. The motion was seconded by Mr. Juan C. Morales, Apt. 1904. The motion was approved without opposition.

2026 Budget Approval:
The 2026 Budget was discussed. There were no questions or proposed changes about it from the owners. Mr. Juan C. Morales, Apt. 1904, submitted a motion to approve the budget as presented. Mr. Rafael Herrero, Apt. 1205, seconded the motion. The motion was approved unanimously.

Condominium Emergency Plan (Circulated Electronically on July 22, 2026) Discussion:
Attorney Sally Delgado presented and discussed the Condominium Emergency Plan, which had been distributed electronically to all owners and provided in printed form to those who requested a physical copy.

Condominium Emergency Plan Approval:
Mr. Rafael Herrero, Apt. 1205, submitted a motion to approve the Condominium Emergency Plan as circulated. Mr. Juan C. Morales, Apt. 1904, seconded the motion. The motion was approved without opposition.

Administrator Position Ratification:
Mr. Rafael Herrero, Apt. 1205, submitted a motion to ratify Ms. Sandra Otero in the position of Administrator. Ms. Zulma Homs, Apt. 806, seconded the motion. The motion was approved without opposition.

Board of Directors Election:
Attorney Delgado requested nominations for each position on the Board. Each nomination was put to a vote individually and approved without opposition, resulting in the following Board composition:

(a) President: Mr. Humberto García
(b) Vice President: Ms. María Luisa de Boyrie
(c) Treasurer: CPA Juan Acosta
(d) Secretary: Mr. Gerónimo Robaina
(e) Vocals: Mr. Rafael Herrero
Mr. Robert Maj
Mr. Raymond Burgos

Activities and Christmas Decoration Committee Election:
None of the owners present expressed interest in serving on this committee. It was agreed that a communication would be circulated to all residents soon, to determine whether anyone would like to join the committee.

Other Matters:
Ms. Zulma Homs, Apt. 806, and Ms. Irene Bartolomé, Apt. 1504, expressed interest in having earthquake and fire drills conducted. It was agreed that the possibility of conducting such drills would be investigated and that the Council would be informed once information became available.

Meeting Closure:
Mr. Rafael Herrero, Apt. 1205, submitted a motion to adjourn the meeting. Mr. Juan C. Morales, Apt. 1904, seconded the motion. The motion was approved without opposition, and the meeting was adjourned at 7:36 p.m.

Signatures,

Mr. Humberto García
President
Board of Directors

Mr. Gerónimo Robaina
Secretary
Board of Directors