



## Who are we?

Berkeley Property Management is a Chapel Hill-based business created by three Southern Village residents. The ownership of Berkeley Property Management is Suzanne Kalbas, Tony Smith and Scott Wojnovich.

## Suzanne Kalbas

Suzanne has been with Berkeley Realty for over 20 years. CMCA certified, she has been involved in all aspects of HOA management, from Board development, conflict resolutions, managing single-family and townhome associations and overseeing delinquent accounts. Currently the Financial Manager, Suzanne now primarily focuses on managing and maintaining all forms of HOA accounts. Suzanne will serve as the Financial Manager for Berkeley Property Management. She will provide full-time account management to SVHOA. Additionally, she will be responsible for all billings to SVHOA and SVMA members and the main contact for monthly financial reporting to the SVHOA Board of Directors. Suzanne is full-time.

## Tony Smith

Tony has been serving SVHOA in several roles over the past six years. His roles have included: Reserve Study Committee, Parks Committee, ARB, AR Feedback Committee, Board of Director Member-at-Large, Board Treasurer and Board President. Tony is very involved in the Southern Village community, starting the Holiday 5K in 2004 and being an active member of the Southern Village Community Watch. Tony's professional experience includes 10 years of management work at Grand Hotel, a premium resort in Michigan, as well as six years of corporate finance work at both IBM and Lenovo. Tony will serve as the primary contact between Berkeley Property Management and the SVHOA and SVMA Board of Directors. Tony is part-time.

## Scott Wojnovich

Scott comes to Berkeley Property Management as its primary field manager. He has owned a painting company and worked in the home repair field for over 10 years. From landscaping to foundation repair, Scott has worked on and negotiated contracts for all of the various needs for any neighborhood. Scott is one of the founders of the Southern Village Holiday 5K and is also a street captain for the Southern Village Community Watch. Scott will serve as the primary contact on all Townhome issues. Additionally, he will be the main contact between Berkeley Property Management and the vendors hired by SVHOA. Scott is part-time.