

The Courtyards at Quail Lake Homeowners Association, Inc.

General Membership Meeting Minutes

October 22nd, 2024

There being no quorum, the Board of Directors agreed to continue the meeting to present the information. The meeting was called to order at 5:32 p.m.

Association representatives present were:

<i>Jim Stroman</i>	<i>President</i>
<i>Phill Watts</i>	<i>Secretary</i>
<i>Doug Martin</i>	<i>Treasurer</i>
<i>Autumn Clark</i>	<i>Director at Large</i>
<i>Derek Patterson</i>	<i>Property Manager</i>
<i>Excused Absence: Janet Marletto</i>	<i>Vice President</i>

Mr. Stroman opened the meeting by introducing the Board and RowCal. A quorum was not present [38 required]. A total of nineteen (19) homes were represented, with thirteen (13) homes in person, one (1) by Proxy, and five (5) by Directed Vote. Mr. Patterson conducted roll call and certification of proxies at the door.

A motion was made to approve the previous year's meeting minutes, which carried unanimously.

Insurance information was discussed for the Association and owner policies (G/L, D&O, Fidelity, W/C, HO-6, Loss Assessment, Dwelling Coverage, personal contents, etc.). An insurance summary was in the mailed notice to all residents.

Mr. Stroman presented the **President's Report**.

He discussed numerous topics (the HOA website, the Landscaping Committee, trash with Republic Services, parking permits, a reminder to shut off the fire suppression system if replacing a water heater with "heat," and the larger Reserve projects completed this year.

Mr. Stroman thanked the volunteers on the Landscaping Committee and noted that Ms. Browning is still the Chair.

Under **New Business**, two (2) terms expire this year. Mr. Martin and Ms. Marletto both volunteered for another term. The floor was open for nominations. In the absence of a quorum, the Board appoints all new members. A motion was made to appoint both volunteers, which carried unanimously.

Under **Announcements / Open Forum**, a question-and-answer period followed with the following topics being discussed (FHA Lending requirements, first-time home buyer programs, the pros and cons of allowing short-term rentals such as VRBO, Airbnb, etc., ACC procedures for new windows and storm doors).

Members were reminded to remove all holiday decorations by January 15th each year, to inspect home appliances and equipment, and to have the dryer vent cleaned every two years.

There being no further business, the meeting was adjourned at 6:28 p.m.

The organizational meeting was called to order at 6:34 p.m. to appoint the following Officer positions:

<u>Name</u>	<u>Office</u>	<u>Term Expiration</u>
Jim Stroman	President	2025
Janet Marletto	Vice President	2027
Phill Watts	Secretary	2026
Doug Martin	Treasurer	2027
Autumn Clark	Director at Large	2026

Several contracts for 2025 were signed (Snow, Lawn Care, Tree Care, and a bid to seal the concrete for building one – which will be done this year if weather allows).

There being no further business, the meeting was adjourned at 6:40 p.m.



Derek Patterson
Property Manager