

The Courtyards at Quail Lake Homeowners Association, Inc.
General Membership Meeting Minutes
November 16, 2021

There being no quorum, the Board of Directors agreed to continue the meeting to present the information. The meeting was called to order at 6:01 p.m.

Association representatives present were:

<i>Jim Stroman</i>	<i>President</i>
<i>Steve Mosher</i>	<i>Secretary</i>
<i>Janet Marletto</i>	<i>Treasurer</i>
<i>Derek Patterson</i>	<i>Property Manager</i>

Mr. Stroman opened the meeting by introducing the Board and Z & R. A quorum was not present [38 required]. A total of nineteen (19) homes were represented, with nine (9) homes in person. Mr. Patterson conducted roll call and certification of proxies at the door.

A motion was made to waive the reading of the previous year's meeting minutes and approve them as submitted, which carried unanimously.

Mr. Mark O'Donnell was present and discussed the Association insurance policies and owner policies (G/L, D&O, Fidelity, W/C, HO-6, Loss Assessment, Dwelling Coverage, personal contents, Loss of Use, etc.). A recommendation of coverages was handed out.

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

He discussed numerous topics, including the success of this year's picnic, the Association website, FHA and VA home loan funding, trash service, parking permits, and Holiday lighting. Mr. Stroman thanked the volunteers on the Landscaping Committee.

Mr. Patterson presented the **Financial Report**. A handout was reviewed showing the 2020 year-end status and the current financial status as of July 31, 2020, along with the year's Reserve projects. The 2022 Budget was reviewed with a question-and-answer period. The budget was approved as submitted.

Under **New Business**, there is one (1) term expiring this year. Ms. Marletto stated she was not running for another term, and Mr. Jon Felder volunteered. The floor was opened for nominations. There were none. In the absence of a quorum, the Board appoints a new member. A motion was made to appoint Mr. Felder, which carried 3-0.

Under **Announcements / Open Forum**, a question-and-answer period followed with the following topics being discussed (home values and sales information, the Association's towing process and how residents can also tow, and window cleaning). Members were reminded to remove all holiday decorations by January 15th each year, to inspect home appliances and equipment, and have the dryer vent cleaned every 2-years.

There being no further business, the meeting was adjourned at 7:25 p.m.

The organizational meeting was called to order to appoint the following Officer positions:

<u>Name</u>	<u>Office</u>	<u>Term Expiration</u>
Jim Stroman	President	2022
Steve Mosher	Secretary	2023
Jon Felder	Treasurer	2024

There being no further business, the meeting was adjourned at 7:29 p.m.



Derek Patterson
Property Manager