# Annual Homeowners Meeting Minutes

August 23, 2020

**Homeowners Present:** Ken & Lim Gok (1301), Michael Ramsaran (1303), Robert Reitmann via proxy (Yvonne Sims) (1304), Donna & Claude (1305), John Higgins (1306), Yvonne Sims (1307), John & Tammie King (1309), Tony Bielik & Kayla Pace (1310), Mark & Penny Rupsky (1311)

**Review & Approval of 2019 Minutes**

* A motion was made to approve the February 23, 2019 minutes. The homeowners unanimously voted to approve the minutes with the action for the Board to confirm that there were at least 8 votes for the covenant changes. Should the board discover that there were not at least 8 votes to the covenant changes, the motion to change the covenants will not pass and the minutes will need to be amended.

**2019 Goals & Accomplishments**

1) Build an infrastructure & process for future Boards

• Registered Agent (Yvonne Sims)

• Setup bank accounts, hired accountant

• 2019 Taxes

• Dues collected, plus past dues paid in full

• Filed non-profit license

• Enforcement of covenants

• Established architectural committee

• Went from $0 in bank to over $3k

2) Penny Rupsky raised concerned of the missed HOA meeting in December 2019 and the need for consistency in meetings and compliance with all the terms of the Bylaws and Covenants. John Higgins pointed out that the Covenants give any homeowner the authority to call a “Special Meeting” of all homeowners. The homeowners agreed that moving forward, there would be a schedule annual meeting and that if a Board member could not make the meeting, the other Board members would step up and lead the meeting.

**Vote on 2020 Board (Term is September 1, 2020 – December 31, 2021).**

* Yvonne Sims, Robert Reitmann, and Mark Rupsky were nominated to the September 1, 2020 – December 31, 2021 Board of Directors.
* Yvonne Sims was elected President of the Board, to which Mark Rupsky immediately submitted his resignation stating he “did not want to serve but would only serve as President to keep Yvonne from being President.” Mark’s resignation from the Board was followed by John Higgins being nominated and accepted by the majority homeowners present. The homeowners further voted to allow the Board to determine what positions John Higgins and Robert Reitmann would hold.

**2020 Financials**

* Yvonne Sims shared the 2020 financials. Yvonne shared that coming into 2019, the HOA had no money in the bank and that she personally loaned the HOA the money to transitional all the legal requirements (non-profit license, bank accounts, registered agents, property insurance, accountant) over to the Board.
* Mark Rupsky asked how much money was spent on cleaning the Common Grounds, who approved, and asserted that the Common Grounds is maintained by the Architecture Committee. Yvonne Sims stated that the expense was $800 and was approved by 2 board members and that maintenance of the Common Grounds is the responsibility of the Board per the Bylaws.

Bylaws ARTICLE VIII OPERATION OF THE PROPERTY Section 8 & 9 states:


**Vote on 2020 Board (Term is September 1, 2020 – December 31, 2021).**

* The following people were nominated and approved to the Board by the homeowners:
Yvonne Sims, Mark Rupsky, and Robert Reitmann
* There was then an election of officers in which Yvonne Sims was voted by majority as the President. Mark Rupsky resigned from the Board stating that he “didn’t want to be on the Board but did not want her (Yvonne Sims) to be President.” This left a Board vacancy.
* John Higgins was nominated to the vacant Board position and approved by unanimous vote.
* The 2020 – 2021 Board Members are:
Yvonne Sims, President
John Higgins, Vice President
Robert Reitmann, Treasurer

**Community Garden**

* Yvonne Sims suggested that a Community Garden be built at the Common Area by the large tree by the front entrance. Anyone interested in participating should reach out to any Board member.

**Architectural Committee:**

* Yvonne Sims, President, reminded homeowners to submit building, external improvement changes to the Architectural Committee by sending an email with detailed plans to clubvillaswf@gmail.com.

Current AC Members:
* Robert Reitmann
* Mark Rupsky
* Tony Bielik

**Review of Common Areas, HOA property lines**

* Yvonne Sims provided all homeowners a copy of the Common Areas and Homeowner Association property lines.

Bylaws ARTICLE VIII OPERATION OF THE PROPERTY Section 9 states:



**Final comments**

* + Yvonne Sims concluded the HOA meeting by making a call for next HOA Meeting agenda item. No items were submitted at this time.

# Board of Directors VoteTerm: September 1, 2020 – December 31, 2021

|  |  |  |
| --- | --- | --- |
|  | **Motion 1** | **Motion 2** |
| **1301 Club Villas Dr.**Ken Gok & Lim Gok | Yvonne SimsMark Rupsky Robert Reitmann | Yvonne Sims, PresidentJohn Higgins Robert Reitmann |
| **1303 Club Villas Dr.**Michael & Charmaine Ramsaran | Yvonne SimsMark Rupsky Robert Reitmann | Yvonne Sims, PresidentJohn Higgins Robert Reitmann |
| **1304 Club Villas Dr.**Robert Reitmann (By proxy of Yvonne Sims) | Yvonne SimsMark Rupsky Robert Reitmann | Yvonne Sims, PresidentJohn Higgins Robert Reitmann |
| **1305 Club Villas Dr.**Donna Habon & Claude Jallorina | Yvonne SimsMark Rupsky Robert Reitmann | Yvonne Sims, PresidentJohn Higgins Robert Reitmann |
| **1306 Club Villas Dr.**John & Jan Higgins | Yvonne SimsMark Rupsky Robert Reitmann | Yvonne Sims, PresidentJohn Higgins Robert Reitmann |
| **1307 Club Villas Drive**Yvonne Sims | Yvonne SimsMark Rupsky Robert Reitmann | Yvonne Sims, PresidentJohn Higgins Robert Reitmann |
| **1308 Club Villas Drive**Bairu Zhao | Not present, no proxy | Not present, no proxy |
| **1309 Club Villas Dr.**John King & Netanis King | Yvonne SimsMark Rupsky Robert Reitmann | Yvonne Sims, PresidentJohn Higgins Robert Reitmann |
| **1310 Club Villas Dr.**Tony Bielik & Kayla Pace | Yvonne SimsMark Rupsky Robert Reitmann | Yvonne Sims, PresidentJohn Higgins Robert Reitmann |
| **1311 Club Villas Dr.** Mark Rupsky & Penny Rupsky | Yvonne SimsMark Rupsky Robert Reitmann | Yvonne Sims, PresidentJohn Higgins Robert Reitmann |

Voted on August 23, 2020.