

annual meeting minutes

Townhomes of Bieneman Farm Annual Meeting of Members

Meeting Date: October 15, 2020

Location: Meeting action taken via US Mail; GoTo Meeting video call held as a supplement only

Attendees: Pam Frank (President), Dan Hatalla (VP), Jamie Germain (Secretary), Bob Ott (Treasurer), and Lyn Francois (Member at Large) (collectively the Board of Directors); Miranda Jones, Community Manager, Cities Management; members at large via video/phone call

CALL TO ORDER 6:02 PM

PRESENTATION OF VOTING REGISTER, PROXY CERTIFICATION, AND ESTABLISHMENT OF QUORUM

- **VOTES REGISTERED** on 10/15/2020 prior to the call by a quorum of the Board
- **PROXIES CERTIFIED** on 10/15/2020 prior to the call by a quorum of the Board
- **QUORUM ESTABLISHED** with 65% of owners submitting proxy forms (minimum required is 10%)

APPROVAL OF PRIOR MEETING MINUTES

Prior Annual Meeting Minutes were provided in the Annual Meeting Packet mailed to all owners. Motion to approve the prior annual meeting minutes was presented via mail ballot; motion to approve carried by a vote of 48 for and 1 against (2 members abstained).

REPORTS OF OFFICERS

Secretary presented the "HOA Board Updates" PowerPoint presentation outlining the Board's past and future activities, including project work and budgeting. Please refer to the presentation for details; it is available online and/or attached to these minutes.

ELECTION OF BOARD OF DIRECTORS

Three board seats were up for re-election; (2) 3-year seats and (1) 1-year seat. A total of 51 eligible votes were received between the ballots and proxies submitted. Results of the voting, verified by three members of the Board, were as follows:

- | | | |
|----------------------------|-----------|---|
| • Bob Ott (incumbent) | <u>50</u> | <i>Additional details on the election results can be found on the
Vote Register posted online and/or attached to these minutes.</i> |
| • Dan Hatalla (incumbent) | <u>50</u> | |
| • Lyn Francois (incumbent) | <u>28</u> | |
| • Paul Anderson | 23 | |

Bob Ott, Dan Hatalla, and Lyn Francois were thereby elected to the board effective 10/16/2020 and will fill their seats for the period of 3 years, 3 years, and 1 year, respectively. Officer assignments, effective 10/16/2020 and continuing for one year or until the date of the next annual meeting (per the Association's governing documents), are as follows:

- President: Pam Frank
- Vice President: Dan Hatalla
- Secretary: Jamie Germain
- Treasurer: Lyn Francois
- Member at Large: Bob Ott

UNFINISHED BUSINESS – None.

NEW BUSINESS

- **Upcoming Projects:** Refer to the "HOA Board Updates" presentation mentioned in the Reports of Officers section above.
- **Homeowner Concerns:** unattended dogs, parking violations, and nuisance issues. The Board encouraged members to take pictures of any dog and parking issues and report them to Cities Management (see the Parking Policy and related forms, available online); nuisance issues should be reported directly to local law enforcement.

CALL TO ADJOURN 6:30 PM