

**WATERS LANDING ASSOCIATION**  
DRAFT Minutes from the Reconvened 2024 Annual Meeting  
Thursday, December 12, 2024

**In Attendance – Key Persons**

- Donald Perper, General Manager
- Luisa Chavez, Assistant General Manager
- Debbie Zelepsky, CEO of Action Management
- A Quorum of the Ownership

**In Attendance – Board of Directors**

- Gavin Green, President
- Lee Callicutt, Vice President
- Karen Kizer, Secretary
- Anna Varnavas, Treasurer
- Andy Williford, Member-at-Large

**I. Call to Order & Verification of Quorum**

After a quorum of the membership was not achieved during the first call for the Annual Meeting held on Thursday, November 14, 2024, the Reconvened 2024 Annual Meeting of the Waters Landing Association was held on Thursday, December 12, 2024. The meeting was convened as a hybrid with some participants in attendance inside the Community Center, and others connected using Zoom technology. The Annual Meeting was called to order at 7:02 p.m. Mr. Perper presented an overview of the meeting's agenda and relayed the Rules of Order.

**II. Roll Call and Certification of Proxies**

As the roll was taken by virtue of owners checking in with the Election Assistant at the virtual front desk, the consensus was to forego reading of the membership list. All members present in person or represented by proxy during the Reconvened Annual Meeting constituted a quorum.

**III. Proof of Notice of Meeting**

In accordance with Section IV of the Association's Bylaws, proper notice of the reconvened Annual Meeting was provided to all owners of record via two mailings using the United States Postal Service, as well as the Association's electronic newsletter (*News Ashore*), and the Association's website.

**IV. Review and Approval of Prior Annual Meeting Minutes**

Mr. Perper announced that the minutes from the Association's 2023 Annual Meeting minutes dated December 20, 2023 were not available, and would need to be prepared using the automatic transcript that was produced by the Zoom platform.

**ACTION:** Ms. Kizer will lead the effort to produce the 2023 Annual Meeting minutes. The draft minutes from both the 2023 and 2024 Annual Meetings will then be posted on the Association's website and Resident Connect. Those minutes will then be voted for approval during the 2025 Annual Meeting.

**V. Officer and Committee Reports (Old and New Business)**

As the Board of Directors meets monthly to conduct the business of the Association, there were no reports to be presented or items of business to be conducted other than the Election of Officers.

## VI. Appointment of Inspectors of Election

With three candidates running for three available positions on the Board of Directors, the vote to elect the three candidates would be done by requesting a motion to accept the ballot by acclamation. A vote by acclamation negates the requirement to appoint Inspectors of Election.

**MOTION:** Lee Callicutt moved to dispense with nominating Inspectors of Election. Anna Varnavas seconded. The motion carried without opposition.

## VII. Election of Directors

There were three positions on the Board of Directors open for election. Calls for Candidates were made in October 2024. Three owners declared candidacy and submitted a candidate qualification statement. The three candidates were (alphabetically by last name): Mark Sagarin, Jordan Straub, and Andy Williford.

**MOTION:** With three candidates running for three available seats on the Board of Directors, Lee Callicutt moved to elect Mark Sagarin, Jordan Straub, and Andy Williford to the Board of Directors by acclamation. Karen Kizer seconded. The motion carried without opposition.

## VIII. Owners' Forum

Following presentation of the Rules of Order by Mr. Perper, and with Ms. Chavez monitoring the Chat feature, questions and comments were then raised by Waters Landing owners (with any action items noted in **bold**):

- Raising concerns about the Board's seeming disinterest in receiving input from the ownership before decisions are made; the Board's failure to operate with transparency during Board Meetings and regarding AERC applications; and the inability of owners to offer input until the end of Board Meetings. The owner urged the Board to review the Association's governing documents, policies, and procedures; and to consider making changes in the manner in which it conducts business and allows input from the ownership.
- Commenting about efforts to obtain a quorum of the ownership on the original Annual Meeting date each year.
- Offering comments about the Architectural and Environmental policies and procedures adopted by the Board on May 22, 2024 – particularly raising opposition to the status sheet information on the website, the noted Open Forum procedures, publication of an applicant's name with regard to AERC applications, and the AERC meeting format. However, the owner commented in favor of publishing an AERC applicant's address for the sake of transparency; and inquired whether the Association is still using street maps to ensure all adjacent and nearby neighbors are informed of pending applications.
- Urging the Board to lift the time limit for owners to speak during Annual Meetings.
- Asking the Board to allow non-Board member owners to make the motions and seconds during Annual Meetings.
- Raising concern that the 2023 Annual Meeting minutes had not yet been prepared, and would not be approved until the 2025 Annual Meeting.

**ACTION:** The draft minutes from the 2024 Annual Meeting will be posted for owners' review.

## IX. Adjournment

**MOTION:** Mr. Nelson moved to adjourn the 2024 Annual Meeting at 7:31 p.m. Ms. Varnavas seconded. The motion carried unanimously.

Attachment – Statement from Sharon Black read by Anita Weinstein.