

# Minutes - Executive Board Meeting

## Fernbrook Homeowner's Association

### 1. Admin.

- a. Date: 17 Nov 2021
- b. Start / End Time: 7:00 PM / 7:55 PM
- c. Venue: Zoom

### 2. Attendees.

- Jim Mefford: HOA President (departing)
- BJ Hennessey: HOA VP
- Kevin Clancey: HOA Secretary / Treasurer (departing)
- Dave Owens: HOA Member at Large
- Lisa Mahoney: HOA Board of Directors (incoming)
- Chris Judkins: HOA Board of Directors (incoming)
- *ABSENT: Stephen Mitchell - HOA Board of Directors (incoming)*

### 3. Agenda.

a. Review of Board Officer Position Duties and Election of New Officers. Stephen Mitchell was unable to attend the meeting but pre-coordinated and pre-approved that his vote would go with the majority vote of the BoD. Election of new officers was conducted by BJ Hennessey, Dave Owens, Lisa Mahoney, and Chris Judkins. Outgoing Board members (Jim Mefford and Kevin Clancey) did not (could not) vote. Final results of the election were:

- BJ Hennessey: President
- Dave Owens: Vice President
- Lisa Mahoney: Treasurer
- Stephen Mitchell: Secretary
- Chris Judkins: Member at Large

Outgoing board members conducted initial coordination to conduct turnover of duties with newly elected officers.

b. Review of Proposed Association Vote Mailer Reference Pools. Newly elected BoD reviewed DRAFT mailer. BoD addressed methods to ensure 100% contact and facilitate maximum participation in the vote. The final decision was made to mail a hard copy to each resident in the same manner as other official return contact like annual dues and to additionally post a digital version of the vote memorandum and resident vote sheet on the Fernbrook HOA web page. A vote suspense was set at 31 Dec 2021. The Board intends to pass the final memo and vote sheet to J&J Financial to mail to residents no later than 24 Nov 2021.

c. Future HOA Meeting Date / Venues. The next HOA meeting was determined to be in January 2022, though no exact date was set at that time. The Board selected to continue HOA meetings virtually for the foreseeable future; both as health protection measure, but also due to the (comparatively) much larger resident participation numbers using this virtual forum than have been historically present during than in-person meetings. The Board voted to purchase a standard one year subscription to Zoom – Pro (approx. \$150) for use in CY 2022.

4. **Conclusion / Due Outs.** Meeting concluded at 7:55 PM.