HOMEOWNERS ASSOCIATION, INC.

Special Board of Directors Meeting 3604 Grand Magnolia Place, Valrico, FL (OUTSIDE) July 13, 2020 **Meeting Minutes**

1. Call to Order

The meeting was called to order by Vice President, Diana Portillo at 7:00 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Board members Carol Galloway and Lillian Gaines were also present. It was determined that a quorum was established. Jeana Wynja represented McNeil Management.

2. Resignation of Faye Peavyhouse: The Board received a resignation email from Faye Peavyhouse effective today.

3. Appointment of Directors: The Board wanted to fill the 2 positions currently open before budget season, and the process used for their decision was to fill the 2 director positions with the first two owners who had submitted their biographies, Michael Toomer and Paul Davis. Carol Kavanaugh had also submitted a biography but her biography was received last.

The Association's attorney stated that the board can appoint the 2 director positions on a temporary basis until the Annual Meeting occurs, which all hinges on what happens with COVID at this point. The Board is hopeful that the Annual Meeting will occur within the next 90 days. If it does not, then the annual meeting packet will need to be mailed again when scheduled.

The appointment of Michael and Paul is legal, confirmed by the Association's attorney. Michael and Paul's titles will be directors. Board officer positions are assigned after the Annual Meeting elections take place.

The Association's attorney has prepared a Resolution regarding the above details.

On Motion: Duly made by Diana, second by Carol and carried unanimously. Resolve: To approve the appointment of Michael Toomer and Paul Davis as Board Directors.

Adjournment

On Motion: Duly made by Diana, second by Carol. Resolve: To adjourn the meeting at 7:05 p.m.

Prepared by Manager on behalf of Secretary