

## **RED OAK HILLS HOMES ASSOCIATION, INC.**

### Board Meeting Notes

Date and Time: November 21, 2021, 2:30 pm

Location: Monticello Library

Notes By: Tom Beckenbaugh

Attendees: Tom Beckenbaugh, Joe Bellinger, Jay Carlson, Carole Collyard, Mark Jeffers, Kelly Mason and Gary Turner.

Following the Special Meeting held for the purpose of electing the Board of Directors, the new Board convened to elect officers to serve through June 30, 2022. With 7 of the 9 Board members in attendance a quorum was present.

#### 1. Election of Officers

- a. Election of President: A motion to nominate Jay Carlson was made by Gary Turner and seconded by Mark Jeffers. A motion to nominate Joe Bellinger was made by Kelly Mason and seconded by Carole Collyard. Following a brief discussion, Jay Carlson was unanimously elected President.
- b. Election of Vice President: A motion to nominate Tom Beckenbaugh was made by Jay Carlson and seconded by Mark Jeffers. A motion to nominate Joe Bellinger was made by Kelly Mason and seconded by Carole Collyard. Following a brief discussion, Tom Beckenbaugh received 5 votes and was elected Vice President.
- c. Election of Secretary: A discussion of the duties described in the by-laws occurred. It was agreed that the Secretary role is much greater than preparing notes of Board meetings and maintaining and preserving the HOA records. Jay Carlson noted that key part of the role should be leading communications efforts with residents, including making arrangements to keep the HOA website and Facebook page current. Following the discussion, during which Tom Beckenbaugh agreed to prepare notes of Board meetings, a motion to nominate Kelly Mason was made by Mark Jeffers and seconded by Tom Beckenbaugh. Without further discussion Kelly Mason was unanimously elected Secretary.
- d. Election of Treasurer: A motion to nominate Nick Geib was made by Mark Jeffers and seconded by Jay Carlson. Nick Geib was unanimously elected Treasurer.

#### 2. Other Business:

- a. It was agreed that a Board meeting will be held on December 14<sup>th</sup> at 6:30pm, location to be determined. Agenda topics will include:
  - i. Assigning Committee Chairs (Committees listed in the by-laws Article IV, Section 1 including but not limited to Nominating, Architectural/Roofing, Recreation/Social, Maintenance, Audit, Welcome, etc);
  - ii. Review and approval of the 2022 budget; and
  - iii. Brief discussion of current roofing restrictions and violations.

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- b. Jay Carlson agreed to contact Ron White to gain edit rights for the HOA Website and pass the information on to Kelly Mason. Kelly agreed to make arrangements to update the website soon to identify the new Board members.

The meeting was adjourned at approximately 3 pm.