

Cottage Acres HOA  
Organizational Meeting Board Minutes  
November 28th, 2022

This organizational meeting of the CAHOA Board was called to order by Roger Aschbrenner, President, at 2:03 pm.

Board members present were: Darla Stigall, Phyllis Houck, Roger Aschbrenner, and Joel Klein

Absent: None

**Board member term review**

- Roger Aschbrenner    expires 2023
- Joel Klein                expires 2023
- Phyllis Houck                expires 2024
- Darla Stigall                expires 2024

**Board Positions for 2023**

- President: To nominate/elect Roger Aschbrenner as President.
  - **Motion by Darla Stigall        Second by Phyllis Houck        Motion passed.**
- Secretary: To nominate/elect Joel Klein as Secretary.
  - **Motion by Phyllis Houck        Second by Darla Stigall        Motion passed.**
- Treasurer: To nominate/elect Phyllis Houck as Treasurer.
  - **Motion by Darla Stigall        Second by Joel Klein        Motion passed.**

**Sauk Valley Bank Authorization**

- Authorize Phyllis Houck, Joel Klein, Darla Stigall and Roger Aschbrenner to be authorized signors for all the accounts at SVB.
  - **Motion by Phyllis Houck        Second by Darla Stigall        Motion passed.**

**PO Box**

- The PO Box will expire on 31 Dec 2022 we are not authorizing anyone new to pick up the mail.

**Contract Signatures**

- Require only one signature on contracts and the authorized signors are either the President, Secretary or Treasurer.
  - **Motion by Darla Stigall        Second by Phyllis Houck        Motion passed.**

*Note: that board approval is still required for contracts.*

**Caring Committee**

- Darla Stigall agreed and was appointed to chair the caring committee.

**Adjournment**

- Motion to adjourn the meeting at 2:17 p.m.
  - **Motion by Phyllis Houck        Second by Darla Stigall        Motion passed.**