

September 26th, 2020

CAHOA Board Minutes

Roger Hoffman, President called the meeting to order at 2:00 pm.

Roll call was taken with Roger Hoffman, Penny Lindstrom and Elaine Forward present. Bill Long and Rhonda Wait absent.

Elaine Forward, Secretary read the minutes of July 20th, 2020 meeting and was approved by board members present.

Roger Hoffman gave all residents present an update on road work to begin the second week of October (week of Oct. 12th). Civil Constructors will begin with the driveways on Coventry Court and then proceed to Coventry Lane. There will be a 10 inch base of rock on the roads and then proceed with 3 inches of compacted asphalt on the roads and 2½ inches of compacted asphalt on the driveways. The residents on Coventry Court and Coventry Lane were given a brief outline of parking options for them with a trial run to be done in the near future. Penny Lindstrom gave details of what has been worked out with the post office for mail delivery and Elaine Forward will have confirmation from Fed Ex and UPS as to how they will deliver packages by next week. Garbage pickup was also discussed during this transition. Penny Lindstrom is checking into the cost of a dumpster being put on the back-gravel entrance for the residents of Coventry Court and Coventry Lane to dispose of their garbage during this time.

Penny Lindstrom explained in detail the election of officers per the by-laws Article IV, 4.01 in detail as to how officers are elected, and terms are determined. All five board seats are up for election. As it was a bit confusing on how terms were determined from last year's election. Penny also read a portion of Carl Thornblad's email as to his suggestion since last year's election may have been blotched that all five present

board members should serve another year for a solid working and financial footing. Penny explained that going forward we needed to hold an election this year and follow the by law as to how the procedure should be done and for future elections.

Elaine Forward continued with explaining the procedure that would be followed. Five board seats need filled, ballots will be used and the top three with the highest number of votes will serve a two-year term, the next two with the highest number of votes will serve a one-year term. Nominees are not nominated for a specific office; the new board will then decide who will hold the office that is best suited for the person. If five nominations are not received, then the owners present will need to vote on going to a three-member board. The Board has been granted permission from Gene Woodward, head administration of Regency to use the Activity Center for the annual meeting on Saturday, November 14th, 2:00 pm. There will be social distancing and request for masks to be worn. No food will be allowed, and no restroom facilities will be available. You may bring in your own beverage. Letters will be going out on or before Nov. 1st, 2020 with the proposed 2021 budget, the list of nominees for the board that will be voted on at the annual meeting. and the Proxy form. It is imperative as an owner if you will not be present for the meeting on the 14th to fill out the proxy form and return to Elaine Forward ASAP and make sure your proxy voter knows exactly how your vote should be cast. Elaine stressed if anyone is uncomfortable with being in a crowd you can come and vote and leave. Please have your nominations for a board member to Elaine on or before October 23rd, email them to info@cottageacres.com or drop them off at 903 B Village Lane. Elaine will update those that have an email address as nominations come in. The board was asked if all of us would accept nominations to serve another term. Roger Hoffman and Penny Lindstrom said they would decline any nomination and Rhonda

Wait gave Penny permission to say she would decline a nomination also. Elaine Forward would accept a nomination to serve another term and Elaine had permission from Bill Long to say he would accept a nomination to serve another term.

Elaine also explained we would be asking for three volunteers to assist and oversee as the ballots are counted. Linda Topp, Helene Moreth, and Laurie Gingrich volunteered.

The nominee's name will be listed on the ballot as the nominations come in.

Roger Hoffman, president read a reminders of two Covenant use restrictions. Article V, 5.12 Use restrictions, C and E.

Penny Lindstrom made a motion to adjourn the meeting at 2:58 pm and Elaine Forward seconded it and all approved to adjourn.

There were 30 residents present at the meeting.

Respectfully Submitted by:

Elaine Forward, Secretary CAHOA