

Parkside West HOA, Inc.

Board of Directors Meeting

08/26,2020 at 6:00pm

*ZOOM Meeting

Meeting Minutes

Call to Order: Secretary Derrick P. Walton called the meeting to order at 6:05 pm.

Roll Call: Establish Quorum: Board members present:

- **President:** James Boothroyd Y (Via ZOOM)
- **Vice-president:** Rob Frey N
- **Treasurer:** Angela Carter Y
- **Secretary:** Derrick Walton Y
- **Director:** Robert Richert Y

NOTE: Three directors were initially present at start of meeting, President James Boothroyd joined in later via ZOOM.

- A quorum was established.
- Also present was Rodney Vicks (Campbell Property Management) via ZOOM, and George Oestreich (Campbell Property Management) in person.

NOTE: Due to COVID-19, social distancing and legal obligation BOD meeting was conducted via ZOOM Meeting

- ~25 residents attended the BOD meeting via ZOOM

Proof of Meeting Notice: Meeting notice was posted on the community bulletin board located at the entry of the community and on the community website in advance of the meeting as required

- Notice of a pending BOD meeting was submitted to each director at least 3 days in advance

Approval of Previous Meeting Minutes: Angela Carter motioned to accept the June 12, 2020 minutes as presented Robert Richert seconded, and the motion passed unanimously.

Reports of Officer and Committees:

N/A

Unfinished Business:

N/A

New Business:

1. **Subject:** Declaration of Candidacy for Board of Directors

- a. Community was informed of Parkside West upcoming election of Candidacy for Board of Directors. Angela Carter provided viewers a brief overview of the Declaration of Candidacy form to be mailed to residents, term of candidacy (one-year), method to deliver candidacy form (mail, email, fax) and due date for submittal of form (Resident has two-weeks to submit form).
 - i. Discussion to have a drop box available for last minute candidacy form to be delivered for submittal 1-hr prior to meeting will be available
- b. The community can expect a letter from the Property management company with Candidacy form enclosed, instructions for submittal. (NLT Sept. 09, 2020) and information related to upcoming annual meeting.
- c. Individuals elected to serve on the board will assume duty 30 Sept 2020

2. Subject: Next Annual Meeting

- a. Parkside West's next annual Board meeting is scheduled for September 30, 2020 location to be determine due to COVID-19

Adjournment: With no other business, Robert Richert motioned to adjourn meeting and Angela Carter second the motion, meeting ended at 06:40 pm.

Derrick P. Walton

Derrick P. Walton, MBA

U.S. Army Retired

Parkside West Board of Directors (Secretary)