

## CASTLE COVE BOARD MEETING

Thursday – November 5th, 2020 at 6:00 PM

WebEx Meeting – Discuss Annual Hybrid Annual Meeting

### ATTENDEES:

Board Members

<input checked="" type="checkbox"/> Bruce Amrhien	<input type="checkbox"/> Charlie Spyr
<input checked="" type="checkbox"/> Scott Gallagher	<input checked="" type="checkbox"/> John Ridder
<input checked="" type="checkbox"/> Chris Zell	<input checked="" type="checkbox"/> Erin Hannoy
<input type="checkbox"/> Tom Johnson	<input type="checkbox"/>
<input checked="" type="checkbox"/> Ron Sans	

- The meeting was called to order by Scott Gallagher at 6:14 PM on a WebEx call.
- Our attorney stated that we can send out the documents for the hybrid Annual Meeting and conduct it as a virtual one via Zoom and mail-in ballots. The Board can wait several weeks for a return on the ballots. The attorney stated that we do not have to have the budget approved by homeowners. However, we still need a mail in ballot which we will do both email and US Mail. We will send out the documents to the homeowners via email. Those that we do not have email addresses will be sent via US Mail.
- We will set up the Zoom meeting and ask John Ridder if he can manage the Zoom meeting. Ron Sans will send out email documents. It was established that Outlook can handle up to 500 email addresses which should easily work for our homeowner's association.
- The Zoom meeting will be moved to December 1<sup>st</sup>, at 7:00 PM. The documents will state the acceptance for this meeting be sent to John Ridder, and by no later 5:00 PM on the 24<sup>th</sup> of November.
- The Nominations need to be emailed or mailed in by 5:00 PM by November 24<sup>th</sup>.
- Scott Gallagher will setup a temporary email account for this purpose.
- Mail-in Ballot
  - First date is November 24<sup>th</sup>. Add Elizabeth Wolk, Charlie Spyr, and Bruce. We will accept it with via email. And return this ballot to the email address and remove the signature address and Printer Name. Or mail it back to the PO Box.
- Annual Meeting Document
  - Ron Sans will do the Lake Report. Add contractors to report
  - Scott Gallagher will write the Compliance Committee report.
  - Remove the 2019 Annual Meeting minutes. The Board approved the 2019 Annual Meeting Minutes.
  - Add the budget information – This will be in the PDF version.
  - All document will be sent out to the Board for approval before being email to the association.
- Meeting adjourned about 7:05 PM by Scott Gallagher.

Submitted by:

Ron Sans - Secretary

Reviewed by: