

## WHITE BIRCH CIRCLE HOMEOWNERS ASSOCIATION

### SPECIAL BOARD MEETING - SEPTEMBER 15, 2020

A Special Meeting of the WBCHOA Board was held at 3:00PM on September 15, 2020 at the home of Dwight Morgan. This meeting was a continuation of the Special Meeting held on September 1, 2020. Present were Stephen Leggett - Facilities Administrator, Bob Anderson – Treasurer and Dwight Morgan – Secretary. Also, present at the request of the Board, was WBC resident Charles Kerekes . The meeting was called to order and it was established that a quorum of the WBC Board was present.

#### **WBCHOA Board Membership**

- As noted in the previous minutes, the office of the President is currently vacant. Stephen Leggett moved to nominate Charles Kerekes to serve as President Pro Tem until a new President is elected. Charles has previously held the office as President for about three (3) years and indicated his willingness to serve in this temporary capacity. The board members present voted unanimously to approve Charles as President Pro Tem.
- As evidenced by the current situation, there is a continuing need for volunteers to assist in the management and operation of the WBCHOA. Please feel free to contact any of the current officers for more information.

#### **Violation of By-Laws and Covenants**

- As agreed in the Special Meeting held September 1, 2020, the Secretary prepared a ‘Courtesy Notice of Violation’ that was mailed (via Certified Mail) to the resident at 100 White Birch Circle. Two (2) delivery attempts have not been successful as of today. The Secretary was requested to retrieve the Notice from the Post Office if possible. (The letter was successfully retrieved about 5PM today.) It was unanimously agreed to utilize a Process Server to deliver the violation notice to the resident. Bob Anderson was requested to recommend a Process Server. It is the sincere hope of the Board that the resident will act to bring the property into compliance with the WBCHOA Covenants and By-Laws.

#### **• Other Business**

- Architectural Review Committee (ARC) – The Board requested Stephen Leggett to contact some residents to solicit their participation on the ARC.
- It was agreed that the next Annual Meeting will be held on Thursday evening, November 12 at Woodlands Country Club. The Treasurer will communicate this date to Mike Stoudenmire to finalize arrangements. The Secretary will include solicitation of candidates for the offices of President and Vice President in the Annual Meeting Notice.
- The Treasurer will prepare a proposed budget for 2021 by 10/1/2020.

#### **• Meeting Adjourned**

- The next Board Meeting was scheduled for October 7, 2020 at 3:00PM at the home of Dwight Morgan.
- The meeting was adjourned at 4:10PM.

Respectfully Submitted

Dwight D. Morgan, Secretary