

## WILLOW TRACE TOWNHOME ASSOCIATION

### Annual and Budget Ratification Meeting November 10, 2020

#### MINUTES

##### CALL TO ORDER

The Meeting was called to order at 6:00pm at the Accord Property Management office located at 3033 S. Parker Road in the main floor conference room as well as virtually through zoom due to social distancing requirements.

##### CERTIFICATION OF MEETING NOTICE AND ESTABLISHMENT OF QUORUM

The Certificate of Service evidencing that the notice of the meeting was mailed to owners was brought to the meeting. Quorum requires twenty homeowners (20%) are present or represented by proxy. Quorum was established.

##### MINUTES

A motion was made, duly seconded and unanimously passed to approve the Annual/Budget Meeting minutes from November 2018 as quorum was not received to conduct the Annual/Budget Meeting in 2019.

##### REPORT

The Board provided a summary of activities of the past year.

##### ELECTION

Five director positions were up for election. Robert Duvnjak, Karen Slicker, Vicki Mobus and Bob Comfort expressed interest to continue to reside on the board if elected. There were two additional nominations received from the community, Vanessa Holmes and Ashley Echols. Due to the number positions open and number of nominations, a secret ballot mailing would be conducted to determine the Directors.

##### BUDGET 2019

The Board-approved budget for 2021 was presented. Because of 67% of the membership did not veto the budget. The 2021 association budget was ratified with a \$25.00 increase of assessments.

##### FORUM

Items were discussed throughout the meeting including landscaping and painting project that was being done within the community.

##### ADJOURNMENT

A motion was made seconded and passed to adjourn the meeting at 6:55 p.m.