

**Unapproved Annual Election Meeting Minutes
The Villas at Riverwalk Homeowners Association, Inc.
3.14.2024**

Name	Present
Tom McGuire, President	Y
Raisa Wilfong, Vice President	Y
Randy Offenberger, Secretary	N

Present from Essex Association Management, L.P.:
Al Silva, Community Association Manager
Christina Duarte, Assistant Association Manager

Meeting Type and Location:
Annual Election Meeting of the Members
Virtual Microsoft Teams Meeting
March 14th, 2024 @ 6:00 pm

Meeting called to order at 6:02 pm.

Quorum was met at 10%.

Introductions: Al gave introductions to the Board of Directors and Essex Association Representatives.

Proof of Notice:

- Al Silva presented the Proof of Notice of The Annual Election Meeting of the Members. The Notice was sent February 15th, 2024.

Review and Approve November 2023 Board Meeting Minutes:

- November 2nd, 2023, Meeting Minutes were presented and reviewed. With no further questions Tom McGuire to approve the November 2nd, 2023, meeting minutes, Raisa Wilfong seconded motion, with all in favor, motion so carried.

Approved and executed minutes to be posted to the Association's website.

Comments from Board- Community Board Updates

- Volunteers needed for the ACC Committee
- Finalizing the Newsletter and its Development
- Volunteers needed for Social Committee and Welcome Committee
- During the 2021 Winter Freeze, the removal of all trees in the front of each homeowner's house had to take place due to most trees dying.
 - Bids were investigated for the most cost-effective replacement of Trees for the residents within the community.

Financial Review:

- Al reviewed **December 2023 Balance Sheet Report and Income Statement Summary** explaining what each line item consists of and any significant variances.

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- Action Items: Al Silva will investigate the Notes Payable on the Balance Sheet and report to Board for any discrepancies.

Election Board Candidates:

Al Silva presented the Board Candidates which includes:

- Meredith Carter
- Raisa Wilfong
- Tom McGuire

Election Results:

- The presence at the Meeting of the Members entitled to cast, ten percent (10%) of the total votes of the membership shall constitute a quorum for any action. One ballot per household.
- **Meredith Carter, Raisa Wilfong and Tom McGuire are the newly elected Board Members.**

Homeowner Questions:

Q: The pond on the North side of the Riverwalk property has some grass that has been removed which caused erosion on pond. What are the next steps for improvement?

A: Essex will reach out internally for all POA related repairs.

Q: What can be done with the POA dead trees and landscaping?

A: Set up a meeting and discuss with Riverwalk POA team.

Q: What is the process on the fountain and sidewalk progression?

A: Essex will set up a meeting with POA manager to discuss updates.

With no other business to discuss, motion to adjourn meeting at 6:31 pm. Tom McGuire motioned to adjourn; Raisa Wilfong seconded. With all in favor motion so carried.

Signature of Secretary or Secretary or Board President

Date

Minutes Prepared by: Christina Duarte, Essex Association Management, L.P., On behalf of The Villas at Riverwalk Homeowners Association, Inc.