

BUCKHORN PRESERVE HOMEOWNERS' ASSOCIATION, INC.

April 20, 2024

Annual Membership Meeting

11 a.m.

Minutes of Annual Meeting of Members

- I. Roll Call – (17 of 419) Less than Quorum in attendance either present or via proxy.
 - a. Members Present: 7
 - i. Hugh Sutherland 2826PL
 - ii. Melissa Dowgal 2712KS
 - iii. Isabell Vogelbacher 2705KS
 - iv. David Jeffers
 - v. Debra Jarboe
 - vi. Kristi Overby
 - vii. Marko Dowgal
- II. Proof of Notice of Meeting
 - a. First Notice Sent: 3/20/2024
 - b. Second Notice Sent: 4/3/2024
- III. Reading and Approval of Minutes
- IV. Voting
 - A. Announcement of Directors
 - B. Rollover of Funds
- V. Reports of Directors and Committees
- VI. Unfinished Business
- VII. New Business
- VIII. Adjourned due to lack of membership quorum at: 11:11 a.m.

Board of Directors Meeting

Immediately Following the Annual Meeting

Minutes of Board of Directors Meeting

- I. BOD Meeting Called to Order at:
 - a. Roll Call
 - i. Marko Dowgal, representing Dowgal Community Association Services (DCAS)
 - ii. David Jeffers, President
 - iii. Kristi Overby, Secretary
 - iv. Debra Jarboe, Vice President
 - 1. 3 Directors of 5 Present – Quorum Achieved
- II. Members Present:
 - a. Hugh Sutherland 2826PL
 - b. Melissa Dowgal 2712KS
 - c. Isabell Vogelbacher 2705KS
- III. Election of Officers
 - a. Current Board staying on – No additional volunteers, one vacancy remains.
 - i. President: David Jeffers

- ii. Vice President – Debra Jarboe
 - iii. Treasurer – David Jeffers
 - iv. Secretary – Kristi Overby
 - v. Director - Vacant
 - vi. Director - Vacant
- IV. Approval of Minutes – All approved
- V. Organizational Business as read by Marko Dowgal and unanimously approved by Board Vote:
- A. Designation of Signatories on Association Bank Account
 - a. David Jeffers, President - approved
 - B. Designation of Liaison to Management Services Company
 - a. David Jeffers, President - approved
 - b. Manager to facilitate budgeted expenses only and via online banking.
 - C. Designation of Liaison to Attorney
 - a. David Jeffers, President - approved
 - D. Procedures for Board Receipt of Board Meeting Information
 - a. Electronic Delivery via Email/Web
 - E. Limited Authorities Granted
 - a. President – Approval Authority - \$2500 - approved
 - b. Manager – Budgeted Expenses – Online Banking Only
 - F. Meeting Minutes Transcribed/Tapes Destroyed
 - a. All Meeting Minutes produced by DCAS/No Recordings exist.
 - G. Posting meeting Notices
 - a. No Volunteers – Management to facilitate.
 - H. Board Certification
 - a. All attested
 - I. Next Meeting – Tuesday July 16th, 2024, at 6:30 p.m.
- VI. Old Business – Wall Updates
- a. Current Status
- VII. New Business
- A. Appoint 2023/2024 Committee Members
 - 1. ACC Committee
 - a. Volunteer – Hugh Sutherland
 - b. Melissa Dowgal
 - c. Amy Smith
 - i. David Jeffers motioned to approve the ACC Members as listed.
 - ii. Seconded by Kristi Overby
 - iii. All in favor: Unanimous Approval
 - 2. Fining Committee
 - a. Amy Smith
 - b. Rick Smith
 - i. David Jeffers motioned to approve the Fining Committee Members as listed.
 - ii. Seconded by Kristi Overby
 - iii. All in favor: Unanimous Approval
 - B. Review Quote for Landscape Lighting – HOLD

C. Management Fee for Multiple Payment Processing and Returned Checks

- All Approved

D. Board approved homeowner paint color

E. Board approved updated home colors

VIII. Adjournment

- i. David Jeffers motioned to adjourn the meeting at 11:45 a.m.
- ii. Seconded by Kristi Overby
- iii. All in favor: Unanimous Approval