

**Bella Vista Condo Association  
Meeting Minutes for 3-19-2022**

Board Members	Present	Not Present
President: Michael Pulong (Michael)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vice President: Joni Zindell (Joni)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Treasurer: James Aten (Jim)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Secretary: Bud Verfaillie (Bud)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Director: Dorothy Retzke (Dorothy)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Is there a Quorum: Yes  No

Meeting Type: Organizational Meeting

Minutes:

1. The first meeting of the new board was moderated by elected member Michael Pulong.
2. The elected members discussed the options to finalize the election tie between Bud Verfaillie and Amy Watts. Amy Watts volunteered to withdraw her name from the election results allowing Bud Verfaillie to become the fifth member of the board.
3. The elected members discussed board positions and it was unanimous that the following people would hold specific board positions. Michael Pulong- President, Joni Zindell-Vice President, Jim Aten-Treasurer, Bud Verfaillie-Secretary and Dorothy Retzke-Director.
4. There was a motion made by Joni and seconded by Dorothy that all board members who were not certified, would take the 2022 Board Member Condo Certification Course in short order.
5. There was a motion made by Bud and seconded by Michael that the new board would examine all aspects of current board procedures and protocols and identify areas of improvement and implement positive changes. Bud volunteered to moderate this on-gong project.
6. There was a motion made by Michael and seconded by Jim that the new board would hold monthly board meetings using new meeting procedures.
7. Board Meeting Procedures:
  - a. Meeting Notification-The meetings would be posted in advance for the entire year and sent to all owners. The Property Manager will email owners a reminder, webinar instructions and the meeting agenda several days prior to the meeting. These meeting times and dates will also be posted on the public notice boards in the mail room and package delivery room.
  - b. Meeting Agenda-The monthly meetings shall have an agenda established in advance by the President or the Vice President in absence of the President. In order to help ensure effective use of time to achieve maximum results, owners are welcome to attend but will not be involved in discussing agenda items or asking questions until the public portion of the meeting is opened. If owners would like to add specific agenda points, there is a "Suggestions for Board Consideration" form on the website. Please complete that and either drop off, email or send to the Property Manager and President prior to the meeting. It will be at the boards

discretion if owner provided agenda points will be added to the formal agenda or be left for discussion during the public portion of the meeting.

- c. Duration of Meetings: Since the board will be conducting evening monthly meetings, there will be a 2-hour maximum time allotted for them.
8. The next board meeting will be April 28<sup>th</sup> at 7PM.