

GEORGETOWN COMMUNITY SERVICES ASSOCIATION
MINUTES OF 2017 ANNUAL MEETING
July 11, 2017

WELCOME. At 7:00 p.m., Mr. Mike Richardson, Board President and Association member, welcomed attendees.

ELECTION OF CHAIRPERSON. Mr. Richardson stated that the first order of business was to identify a person who would serve as chairperson for this meeting. He stated that this was, in fact, a meeting of members and that anyone could serve in this position. Warren Smith nominated Mike Richardson to be chairman. Mr. Robert Fitch seconded the motion. A member nominated Mrs. Amber Ealy seconded by another member. Mr. Warren Smith motioned that the nominations be closed. The members voted to approve Mrs. Amber Ealy as Chairperson.

DETERMINATION OF QUORUM. Mrs. Ealy asked the Chairman of the Elections Committee, Ray Sili, to confirm if a quorum existed for this meeting. Mr. Sili confirmed that it did. Mrs. Ealy reported that this meeting was duly constituted and that the members could proceed with business.

CONFIRMATION OF NOTICE. Mrs. Ealy asked the General Manager, Mike Yardman, to confirm that the notice of the meeting was mailed to all members in accordance with the by-laws. Mr. Yardman confirmed that it was.

COMMENCEMENT OF VOTE COUNTING. Mrs. Ealy introduced the members of the Elections Committee, Raymond Sili and Annette Robles, and asked for a motion to begin the vote-counting process. He added that anyone in the audience was welcome to assist. The Elections Committee began the counting process.

APPROVAL OF MINUTES. Mrs. Ealy requested a motion to approve the July 12, 2016 Annual Meeting minutes. Mr. Warren Smith motioned to waive reading of those minutes and to approve them as written and distributed. Mr. Richardson seconded the motion and there were no additional comments or questions from the floor. The members voted to approve the motion.

7. ANNUAL AUDIT. Mrs. Shannon Brett, CPA, of Holland, Henry, and Bromley, LLP, briefed the Board and members on the results of the annual audit. The attached slides pertain to this draft report. Mrs. Brett stated that the audit received an “unmodified clear opinion”...which is the desired positive outcome. She went on to say that the financial statements fairly represent the financial position of the organization. Mrs. Brett also stated that the financial reserves were in excellent shape and that a new reserve study was conducted in April of this year and is scheduled at least every two years, with the next one scheduled for year 2019.

GENERAL MANAGER’S REPORT. Mr. Yardman briefed attendees on the accomplishments over the past 12 months and the goals for the upcoming year. Among the notable accomplishments cited were:

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- a. Maintained current amenity assessment (since 2008)
- b. Did well on Annual Audit and Insurance Audit
- c. Updated the Reserve Study – fully funded for 30 years
- d. Updated Policies and Procedures manual
- e. Passed annual pool certifications
- f. Conducted well-received quarterly events
- g. Continued improvement in accounts receivable
- h. Initiated e-mail statements and newsletters

Facilities and Equipment

- a. Repaved parking lot at Southside Clubhouse
- b. Hurricane Matthew Repairs & Replacements
 - a. 21 Trees (CSA, HG, TH, LL, GTP)
 - b. Maintenance Building Repairs
 - c. Fencing Repairs (CSA, GTP, LL)
 - d. Georgetown Place Sign
 - e. Work Truck
- c. Replaced sand in playgrounds
- d. Repaired HVAC blower and vents at Northside Clubhouse
- e. Replaced Ceiling Tiles at Northside Clubhouse
- f. Repainted Entrance Signs (CSA, VG, SM, MW)
- g. Repaired Junco Way DRP

Upcoming

- a. Replace Kings Grant Entrance Sign
- b. Dredge areas of Dovetail A & B Lagoons
- c. Repair Lions Gate Entrance Sign
- d. Seal-coat & Re-stripe GTP parking lot
- e. Replace Multi-station in gym
- f. Replace Spring Riders at playground
- g. Replace Playground Fencing
- h. Conduct Annual Budget Process
- i. Update Strategic Plan

9. RATIFICATION OF BOARD ACTIONS. Mr. Warren Smith motioned to ratify the actions of the Board, Board officers, and others for the past year. Mr. Mike Richardson seconded the motion and there were no additional comments or questions from the floor. The members voted to approve the motion.

10. SUSPENSION OF MEETING. Mr. Warren Smith motioned to pause the Annual Meeting while the votes were being tabulated and to proceed with the General BOD Meeting. Mr. Mike Richardson seconded the motion. There were no questions, and the members voted to approve the motion.

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11. **RE-START OF ANNUAL MEETING.** Once the Elections Committee had the results ready, Mr. Warren Smith motioned to re-start the Annual Meeting. Mr. John Sewell seconded the motion and the members voted to approve the motion.

12. **ELECTION RESULTS.** The Elections Committee Chairperson, Ray Sili, delivered the vote results to the Association's Secretary, Mr. Warren Smith, who read the results to the members. Mr. Smith stated that, for the four open seats, Warren Smith & Geoffrey Riel were re-elected. There was a three way tie for the other two seats with Dorothy Strong Bacon, Mike Richardson & Renee Rabbitt. The Board will consult with the candidates and determine if a runoff election is necessary.

OPEN DISCUSSION.

An attendee stated that Mr. Riehl should be removed for lack of attendance.

Another attendee requested a vote on term limits for Board Members.

13. **ADJOURNMENT.** At 8:45 p.m., Mr. Smith motioned to adjourn the meeting. Mr. Mike Richardson seconded the motion. The members voted to approve the motion.

ELECTION RESULTS

The four directors elected to serve a two-year term are:

Dorothy Strong Bacon

Renee Rabbitt

Mike Richardson

Warren Smith