

Minutes
 Bella Beach Homeowners Association
 Special Board of Directors Meeting
 October 18, 2022, 7:00 PM
 By Zoom due to COVID 19

HOA BOD members present: Linda Fender, President; Chuck Craig, Secretary; Dick Chaplain, Treasurer; Kim Brook, Brad Schleier; Adele Cooke, Recording Secretary.

HOA Homeowners present: Steve Butera, Ann Larson, Karen Leffler, Ed Pinkos, Will Sullivan, John Wiener

Quorum established.

Topic	Discussion	Action	Follow-up
I. Call to Order	Meeting called to order by Linda at 7:00 pm		
II. Approval of Prior Meetings' Minutes	Minutes of August 9 & August 17 were approved as written. Minutes of September 13 & September 29 were approved as written.	Chuck moved; Dick seconded motion. Passed unanimously. Chuck moved; Kim seconded motion. Passed unanimously. Dick abstained as he did not attend these meetings.	
III. Reports	Financial statements were reviewed. Need to move \$5,000 to reserves by end of year. Spending is within budget.		
IV. Reserve Study Update	Reserve study not completed by contractor yet. Study will determine how much to put in reserves & whether dues need to be raised.		Chuck will continue to follow up with contactor.
V. Records Resolution	Records resolution was distributed to Board prior to meeting. The Resolution has been posted on the website & will be sent to members via email. Old records are not in good shape & much of early material is missing.		Comments will be requested from Board & members prior to 11/8 meeting.

<p>VI. Election Protocol</p>	<p>Timeline for elections: November 4 – deadline for self-nomination November 8 – approval of ballot by Board November 10 – mail ballots to members December 7 – deadline for return of ballots</p> <p>Ballots will be absentee/written ballots as they were last year.</p>	<p>Chuck moved, Brad seconded the schedule. Passed unanimously.</p>	<p>Send materials to members ASAP.</p> <p>Send via USPS to those without email.</p>
<p>VII. Annual Meeting</p>	<p>Since the Gleneden Beach Community Club doesn't have internet access, the Annual Meeting will be held by Zoom on December 10, 2022 beginning at 10 am.</p>	<p>Chuck moved, Kim seconded to have the annual meeting by Zoom. Passed unanimously.</p>	<p>Notify members of Zoom meeting.</p>
<p>VIII. Homeowner Forum</p>	<p>Reminder of Great Shakeout Earthquake Drill on October 20 at 10:20 am.</p>		
<p>IX. Adjournment</p>	<p>Meeting was adjourned at 8:03 pm.</p>	<p>Dick moved, Chuck seconded. Passed unanimously.</p>	