

**PARKWOOD SQUARE VILLAS**  
**UNAPPROVED** Annual/Budget Meeting Minutes  
December 18, 2019

**Budget Meeting called to order 6:47 pm**

Board of Directors in attendance: John Tondreault & Ted Bateman... 1 Vacant position.

General discussion and re-cap of the budget and reserve process was presented by the Board President, John Tondreault

24 Proxy/present voted to waive fully funding of reserves and financial reporting

Approval of the 2020 Operating Budget as proposed... Motion by Ted Bateman, 2<sup>nd</sup> by John Tondreault, Passed by unanimous board vote.

Meeting adjourned at 7:15 PM

**Annual Meeting called to order 7:15 pm**

Proof of Notice; 1st notice was mailed on, 10/18/2019  
2<sup>nd</sup> notice was mailed on 11/20/2019

Quorum requirements; 23.

Calling of roll: 24 Present/Proxies There was quorum.

Reading of minutes of 2018 Annual Meeting were, waived

Election of Directors:

As there were 3 positions and 4 candidates, there was a ballot election.

Election results: 3 candidates with most votes.

Ted Bateman, John Tondreault and Andrea Cate

General Discussion followed.

There being no further business the meeting ended at – 7:40 PM

**Organizational Meeting called to order at 7:40 PM**

Motion and acceptance for Officers as follows for one-year terms:

President/Treasurer	John Tondreault
V-President/Asst. Treasurer	Ted Bateman
Secretary	Andrea Cate

Meeting adjourned at \_7:55\_PM

Respectfully submitted,  
David Fedash, LCAM,

Community Association Manager..... 2019 MINUTES WILL BE APPROVED AT THE 2020 ANNUAL MEETING

DRAFT