

Heritage Springs Community Association, Inc.
Organizational Meeting
February 15, 2022

CALL TO ORDER:

The meeting was called to order at 5:02 pm by Mark C. Nordman, GM/COO.

PERSONS ATTENDING:

Current Directors: Wayne Barry, Steve Novak, and Katherine Williamson.

New Directors: Michael Jablon, Edward Raether, Kenneth Rubin, and Daniel Stavro.

IN ATTENDANCE:

Assistant GM: Zita Tuomey

Controller: Susan Tucker

ELECTION OF OFFICERS:

PRESIDENT:

Kenneth Rubin nominated Katherine Williamson for the office of President, and Wayne Barry seconded. Motion carried by unanimous consent.

VICE PRESIDENT:

Wayne Barry nominated Kenneth Rubin for the office of Vice President, and Katherine Williamson seconded. Motion carried by unanimous consent.

TREASURER:

Steve Novak nominated Wayne Barry for the office of Treasurer, and Katherine Williamson seconded. Motion carried by unanimous consent.

SECRETARY:

Steve Novak nominated Daniel Stavro for the office of Secretary, and Katherine Williamson seconded. Motion carried by unanimous consent.

Effective February 15th, 2022 the officers and Directors are:

Katherine Williamson: President and Director

Kenneth Rubin: Vice President and Director

Wayne Barry: Treasurer and Director

Daniel Stavro: Secretary and Director

Michael Jablon: Director

Edward Raether: Director

Steven Novak: Director

FINANCIAL AND CLERICAL MATTERS:

Katherine Williamson moved and Steve Novak seconded that the 2022 Signers on the bank accounts will be: President, Vice President, and Treasurer. Motion carried by unanimous consent.

Katherine Williamson moved and Daniel Stavro seconded that the existing 2022 Signers on the bank accounts, Katherine Williamson, Barbara Burdick, and Wayne Barry will remain as authorized signers on the account until new signature cards are processed by our banks, at which time they will no longer be authorized signers. Motion carried by unanimous consent.

Katherine Williamson moved and Kenneth Rubin seconded that the Treasurer have full electronic access to all accounts. Motion carried by unanimous consent.

Katherine Williamson moved and Steven Novak seconded that the General Manager/COO, Controller, and HR Manager have view-only electronic access to all accounts. Motion carried by unanimous consent.

Daniel Stavro moved and Michael Jablon seconded that Mark C. Nordman GM/COO will be the Registered Agent for the Association. Motion carried by unanimous consent.

Michael Jablon moved and Daniel Stavro seconded that all members of the Board be signatories to the Board Code of Conduct. Motion carried by unanimous consent.

Steven Novak moved and Daniel Stavro seconded that the 2023 Annual Meeting be held on Tuesday, February 21st, 2023 at 3:00 pm. Motion carried by unanimous consent.

Mark C. Nordman, GM/COO asked board members to make recommendations to Katherine Williamson, President as to which Committee Liaison assignments they would prefer.

Meeting adjourned at 5:13 pm.

Respectfully,



Daniel Stavro, Secretary