

**Annual Owners Meeting
West Tapps Maintenance, Co.
Tuesday, December 7, 2021 at 7:00 pm
New Hope Community Church
18408 So Tapps Dr E**

Annual Meeting Minutes

1. Call to Order

7:15pm - Meeting called to order by Bruce Upton.

2. Budget Presentation

7:17pm - 2022 budget is presented. The new budget recommendation failed to pass in the last board meeting. 2021 budget will be used for 2022.

3. Introduction of the Board and Guests

7:16 - Board members are introduced along with guest Attorney David Huhs.

4. Proof of Meeting Notice

7:17pm - Meeting notice is provided as proof of notice.

5. Announce Candidates for Board of Trustees

7:20pm – Candidates and incumbents are announced to the members present.

6. Explanation of Ballot and Voting Process

7:33pm - David Huhs starts to explain the voting process. Questions from the membership prompted a motion for Huhs to preside over the annual meeting. The motion was rescinded before a vote occurred.

7:45pm – A motion was made for Vice-President Shawna Wallace to preside over the annual meeting. The motion passed. VP Wallace fielded questions from the membership.

7. Announcement of Tellers to Certify Ballot Count

7:47pm – Ballot counters were announced. Jennifer Hornbuckle, Rachel Gilbert, Zac Smith, and Michelle Wittmier. Ballots were collected over a period of time.

7:52pm - Questions from the members were fielded by VP Wallace

8:25pm – Motion for recess was made and passed.

8:40pm – Motion to return from recess was made and passed.

8:40pm – Attorney Huhs recommended polls be open retroactively, then closed. Poll open announcement made, then closing of the polls announce made.

8. Report of Votes Present and Establishment of Quorum

8:45pm – Results announced. Please see attached sheet for reported counts. Duane Bratvold, Shawna Wallace, Christopher Bourn, and Adam Gregorich were announced elected to open chairs. 2022 budget was approved.

9. Meeting Adjourned

Motion to adjourn annual meeting was made and passed.

Note: Annual meeting minutes were constructed from notes of board members present during the event.

