



Deerwood 2nd Qtr. Supplemental Board Meeting

I. Call to order

Deerwood HOA 2nd Quarter *Supplemental* Meeting called to order by Rick Alfonso at 7:30 pm on 5/18/21 on Microsoft Teams (Virtual).

II. Roll call:

Rick Alfonso, Cookie Rodriguez, Seana Corbeil. Jessy Trujillo could not be in attendance, but was filled in immediately following the meeting by Rick Alfonso. Jessy was in agreement with the other 3 board members regarding each issue discussed.

III. Issue #1: Board Positions

Due to personal time constraints, Terry Morton stepped down from his position as Treasurer on 5/13. Special meeting called to discuss board positions and how to distribute the workload.

a) All present formally accepted Terry's resignation. Rick recommended the Treasurer's position stay vacant until new elections in October 2021. Cookie and Seana agreed. Rick, along with our third-party accounting firm, will oversee the duties of Treasurer between now and October. Rick reminded the group that if a new Treasurer is elected in October 2021, that person will serve a one-year term, then will be up for re-election in 2022.

b) In regards to position of Secretary, which was vacated in late April by Maria Sangeles Trujillo, Cookie Rodriguez agreed to step into the role until October, when this board position goes up for re-election. However, since Cookie is also overseeing the ACC as chair, all other board members agreed to help with the duties of the Secretary position.

In addition, Maria Trujillo has graciously agreed to continue helping out with the secretarial duties as an assistant to the board, until October 2021. As an assistant, she will have no official board vote.

c) Rick stated the board positions will be as follows:

- Rick Alfonso, President
- VACANT, Treasurer
- Cookie Rodriguez, Secretary
- Jessy Trujillo, VP Maintenance
- Seana Corbeil, VP Community Enhancement

IV. Issue #2: Accounting

a) Rick spoke with BB&T. Current signers on HOA accounts are Terry Morton, Wayne Saxon, and Vivien Valdes-Fauli. Until new signers are named, online banking has been frozen. Rick recommended that all 4 board members be named as signers, for efficiency. BB&T told Rick that he and Cookie can visit a Miami branch to fill out needed paperwork. Jessy and Seana will go to BB&T in Sparta.

b) Rick motioned that the President be the administrator, as opposed to the Treasurer, at least for the time being. Rick qualified the role, stating that the administrator can grant access to other board members as necessary. Cookie and Seana were in agreement of this arrangement.

c) Rick recommended that the association not possess any credit cards going forward, if it can be avoided. Current credit cards in past board members' names have been destroyed. Current credit card payments will be looked into in regards to other options.

V. Adjournment

Meeting adjourned by: Rick at 8:00 pm

Minutes submitted by: Seana Corbeil

Approval of minutes: To be officially approved at next board meeting.