

# Cornwallis Hills Property Owners Association Annual Meeting

## November 6, 2025, at 7:15 p.m. via Zoom

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### Attendance

- Board of Directors Present: Jeff Wright, Lane Webster, George Higgins, Bill Evans, Tara Pressley, Erskine Alvis, David Scanga
- Board of Directors Absent: None
- Quorum Status: Reached as 70 members were present in person or through proxies of the 236 lots in the Association (Quorum is 10% or more the lots or 24 voting members).
- Also Present: Al Soulier, CHPOA Property Manager, Association members - Jerry Salak, Melissa Walter, Eric Hexdall, Jennifer Leaf and Greg Matter

Call to Order - President Wright called the meeting to order at 7:18 p.m.

### President/Committee Reports

- President - Mr. Wright
  - Asked Board members and the Property Manager to introduce themselves.
  - Addressed the attending membership and briefly reviewed the President's letter he sent out to the membership prior to the meeting. Additional copies are available by sending a request to Mr. Wright via the email address listed on the Association's website.
  - Reminded the membership that if they have cast their ballot for the Board of Directors election they can do so now by contacting the Property Manager, Al Soulier via the chat in Zoom.
- Committee Reports
  - Each chairperson made a presentation of their committee's work for the year.

### Election of Directors

- Discussion: Results of the election results based on ballots submitted to the membership via USPS mail.
- Decision:
  - 70 ballots were cast.
    - Mr. Evans received 57 votes and was re-elected to the Board.
    - Mr. Wright received 51 votes and was re-elected to the Board.
    - Write-Ins:
      - Ms. Walter received 3 votes and will be contacted to see if she is willing to serve.
      - Ms. Perez received 3 votes and will be contacted to see if she is willing to serve.
      - Mr. Dunn received 2 votes and will be contacted if the candidates receiving more votes do not want to serve.
      - Mr. Salik received 1 vote and will be contacted if the candidates receiving more votes do not want to serve.

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### Budget Ratification

- Discussion: Results of the voting regarding the 2026 budget provided to the membership via USPS mail.
- Decision: Budget was approved with 56 votes to approve and 13 votes not to approve.

### By-Laws Ratification

- Discussion: Results of the voting regarding the proposed By-Laws revision provided to the membership via USPS mail.
- Decision: The revised By-Laws were not approved with 49 voting against and 20 voting to approve. The Board will operate under the existing By-Laws.

### Membership Forum

- Discussion:
  - Mr. Hexdall - Shared his concerns about changes to the architectural guidelines occurring without property owner input [by-in], which is different from the required voting regarding changes to the By-Laws. He believes that since the By-Laws need a property owner quorum and the AC guidelines are mentioned in the revised By-Laws, the Board may want to consider seeking a property owner quorum for any future changes to the AC guidelines. He offered to help in the development of property owner participation.
  - Mr. Salak - Shared his service on the Communications committee during which a Board-Approved survey was conducted in which the majority of survey participants said they want the Board to notify them of any proposed changes in a rule, guidelines or policies. The Communications committee drafted a letter for the Board to consider adding it to the By-Laws. He offered to draft a policy on how to operationalize property owner input regarding proposed changes to rules, guidelines or policies.
  - Ms. Emery - Shared her participation in the Communications committee in analyzing the survey results. Regarding property owner contact preference: 1) Email, 2)Text, 3)Mailing, 4) Website.
- Decision:
  - Response to Mr. Hexdall - The AC Committee has sought input from outside sources in developing the guidelines. The goal has always been consistency, fairness and transparency. Revising the By-Laws was a difficult task that took the Board almost a year to agree on the revised contents. At times, the AC committee and the Board has to make the best decision based on time constraints. The Board is in support of what the membership wants.

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- Response to Mr. Salak - The Board has adopted the principle of property owner input and resulting transparency. A policy is being developed where any future changes to policy will be shared with property owners and give them the chance to be heard in the members forum during all of our Board meetings. An offer was extended to have Mr.Salak assist the Documents Review committee in developing guidelines. We are developing a new website and other communications tools to improve communications with property owners.
- Response to Ms. Emery - We are evaluating all communication methods to best reach property owners. There are differing opinions among the Board on the primary communication tool to use so we will be using multiple methods of communication. Essential to that communication is the website. It houses all of the Association's governing documents including guidelines and policies. Consequently, any communication about changing any of those documents will involve sending the property owner to the website to review the proposed changes.

Adjournment - A motion was made by Mr. Evans to adjourn the meeting at 9:03 p.m. The motion was seconded and approved unanimously. Vote [ 7-0 ]. The next meeting will be held on December 4, 2025, at 7:00 p.m. via Zoom.

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David Scanga, President    Date

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Lane Webster, Secretary    Date