

Cornwallis Hills Property Owners Association Board of Directors Meeting

General Session - April 2, 2026, at 7:00 p.m. via Zoom

Attendance

- Board of Directors Present: David Scanga, Jeff Wright, Catherine Perez, Bill Evans, George Higgins, Lane Webster.
- Board of Directors Absent: None
- Quorum Status: Reached as 6 of 6 Board of Directors are in attendance.
- Also Present: Al Soulier, CHPOA Property Manager.

Call to Order - The meeting was called to order at 7:07 p.m.

Members Forum

- Discussion: Two members were present to appeal their fence application denial by the Architectural Committee.
- Decision: The Board's discussion and decision regarding the appeal was moved to the April 2, 2026 closed/executive session.

Consent Agenda

- No items were present.

Unfinished Business

- Topic: Status of previous meeting minutes.
 - Discussion: Renewing the Board's focus on getting out the meeting minutes timely.
 - Decision: The Documents Review Committee has agreed to assist in improving the timeliness and creating a standard format for the meeting minutes.

New Business

- Topic: Architectural Applications & Guidelines Management Policy
 - Discussion: Review of the policy in the standard policy format.
 - Decision: Mr. Wright made a motion to approve the policy. The motion was seconded and approved unanimously. Vote [6-0].
- Topic: Consent Agenda
 - Discussion: Mr. Wright briefed the Board on the consent agenda strategy.
 - Decision: The Board agreed to better implement the strategy to improve meeting efficiency.
- Topic: Documents Review Committee participation in assisting with meeting minutes.
 - Discussion: Mr. Higgins briefed the Board on the Documents Review Committee plan to assist the Secretary in developing the meeting minutes.
 - Decision: The Board agreed with the plan proposed by the committee.

Committee Reports - Available upon request from the Property Manager.

Adjournment - A motion was made by Mr. Evans to adjourn the meeting at 8:08 p.m. The motion was seconded and approved unanimously. Vote [6-0]. The next meeting will be held on May 7, 2026.

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David Scanga, President Date

Lane Webster, Secretary Date