

Catspaw Executive Board Meeting Minutes
May 11, 2023-

In attendance: Frank Lee, President; Robin Meuldijk, Vice President; Chris Harris, Treasurer; Mary Ann Ziegler, Secretary; Laurie Holmes, Communications Chairperson, Ross Henderson, Governance Chairperson.

The meeting was held via Zoom and called to order by Frank Lee. The purpose of the meeting was to elect a new Road Chairperson due to the resignation of Jack Lurie. President Lee made the motion that Mark Holmes be selected as Road Chairman. The motion was seconded and then approved. Frank will be working with Mark Holmes to assist in the transition of road responsibility.

Ross Henderson gave a Governance Committee report and shared that he is ready to send out ballots for Catspaw members to approve the extension of the Covenants and Restrictions for the Catspaw POA. He asked the Board for permission to move the dates ahead by three days for members to return ballots regarding the extension of the Covenants and Restrictions. The Board agreed. Governance Committee Report attached.

Chris Harris gave a Treasurer's Report. He was successful in moving the Catspaw bank accounts to First Bank. We have approximately \$35,000 in a CD that pays 3.2%, approximately \$25,000 in a Money Market that pays 1.9% interest and \$5,000 in the checking account for a total of \$65,156.75. Collections for POAs fees went well. There is only one member who still owes POA fees. Treasury expenses are as follows: \$247.00 for the shared road, \$324.00 for the website and \$10 to move our bank accounts to another bank. Frank Lee said he registered with the state to update our information but will be paying those state expenses himself.

Frank Lee said that registered with the state to update our information will be paying these state expenses himself. Myrna Mahon is the designated contact with the Secretary of State.

Mary Ann Ziegler reported that we have a site for our Annual Meeting on October 14th. Depending on the feedback and input from the Board the meeting will be held at the Jackson County Recreation Center in Cashiers.

The Board then reviewed the request to allow Mitchell Clabeaux to be a designated owner in Catspaw. Individuals who aren't listed on deeds as property owners can be designated as beneficial owners if the request is made in writing to the Board. This would allow individuals to serve on Committees and on the Board but not to vote as a member. Discussion followed. A motion to allow Mitchell Clabeaux to be a designated owner was made by Ross Henderson. Frank Lee seconded the motion. The motion was approved.

Discussion continued regarding how to request emails from residents to ensure that Catspaw residents receive communication from the community.

The meeting was adjourned. *

*Additional motions that were requested to be added to the minutes of today's meeting- these were previously approved unanimously by the Board via email-

Moved and passed Feb. 20, 2023- Authorization to move the Catspaw bank accounts from Wells Fargo to First Bank of Franklin and having the President, Vice President, and Treasurer be the authorized signatures for bank business.

Moved and passed Feb. 20, 2023- Authorization for the treasurer to pay bills online instead of requiring two signature checks required by the bylaws.

Moved and passed on May 3, 2023- Approval of the ballot, a cover letter and ballot handling plan, for members to vote on an amendment so the Covenants and Restrictions will automatically renew.

Submitted by Mary Ann Ziegler, Secretary

Governance Committee Master Document

Duties of the Governance Committee from the bylaws:

c. The Governance Committee shall be concerned with organization management and control and shall oversee matters of governance, such as soliciting candidates for office, suggesting Bylaw or policy changes, reviewing grievances or complaints from owners, and acting as an adjudicatory panel in procedures for fines or suspension of community privileges, if so requested by the Executive Board, and such other duties as the Executive Board may request.

Links to information and forms for SOS business. Secretary of State Information

This document provides all information and links needed by Governance for dealing with SOS

Priorities of Governance Committee (2023)

1. Extend

FIRST AMENDMENT TO COVENANTS, TERMS AND CONDITIONS GOVERNING CATSPA W SUBDIVISION

Status:

Ballot and cover letter have been approved by Governance committee and the Board

2. Establish a new Registered agent. File Registered Agent with the Secretary of state.

Status:

Myrna has signed the form to accept the position and Frank was going to sign and send.

3. Find members that are willing to accept an appointment as Road Officer to fill the position until the next annual meeting. The governance committee has been asked to solicit candidates.

Status:

All qualified Road committee members and Mark Holmes (because of his extended summer presence at Catspaw) were contacted. Only Mark has responded that he would accept the appointment.

4. Inform secretary of board positions opening so solicitation for nominations and beneficial owner status can be sent at least 120 days prior to the annual meeting.

June 16 to Oct 14 is 120 days

Normal openings due to terms ending.

Odd numbered years President, Secretary, and Road Officer

Even numbered years Vice-President, Treasurer, Communications Committee Chair and Governance Committee Chair