

# THE SPRINGS AT GREENLEAF TRAILS BOARD SPECIAL MEETING MINUTES

March 8, 2025 3:00PM

## Springs at Greenleaf Trails Clubhouse

**Members:** President Kathy Stone, Vice President David White, Secretary Dean Coffman, Treasurer Glenna Turner, Members at Large Claude Dill, Vacant, and Vacant.

**Purpose:** The purpose of this special meeting is to fill 2 vacant board positions with applicants who submitted the application sent to all community members. We will also begin to divide up duties to all board members.

1. Call to Order by Kathy Stone at 3:00
2. Roll Call and Quorum (minimum of 3 members)  
All present
3. Approval of Agenda  
1<sup>st</sup> David 2<sup>nd</sup> Glenna – all in favor.
4. Fill vacant positions
  - a. Vote by ballot. 1<sup>st</sup> David 2<sup>nd</sup> glenna - all in
  - b. Greatest votes went to Rob Rivera and Sandra Harriman
5. Discussion of Duties and possible assignment of duties
  - a. Kathy believes we can push some to the Management company. le fobs and gate codes etc. Will cost more. Let Rob get acquainted with the items and decide in a future meeting.
  - b. David wants to fill major duties today and refine these assignment later. Major ones include Maintenance (gates ect) clubhouse, landscaping, Pool, DRB and violations.
    - i. Dean already leads DRB. Sandra Harriman will join, David will join.
    - ii. Violations will stay with the Management company and the president
    - iii. Maintenance - Claude has volunteered.
    - iv. Clubhouse and Pool – Kathy Stone will take them on. Glenna will back up Kathy.
    - v. Landscaping – Rob and David
    - vi. Welcome committee and Events Liaison. Sandra will lead and Kathy will help.
    - vii. Discussed communications. Official board communication will go out via the springs board email or the HOA Manager. Both lists should be the same email addresses. Jim will continue to send out community events.

6. Kathy is too busy for the president position. Asks to step down and have someone else do it for the rest of the year
  - a. David wants a new member to it
  - b. Rob volunteers to run as does Sandra
  - c. David motions to accept the resignation. 2<sup>nd</sup> Glenna all accepted.
  - d. Dean Motions for rob to be president 2<sup>nd</sup> Sandra all accepted
  - e. Rob will begin the next meeting.
7. Adjourn 1st Claude 2<sup>nd</sup> Glenna all accepted.

Next regular meeting will occur March 18, 2025, at 6 PM in the clubhouse.