

## Minutes

February 9, 2021, 7:30 pm  
Regular Meeting of the MLCA Board of Directors  
Location: Zoom

**President-** Polly Oliver  
**Vice President-** Ken Willis  
**Treasurer-** Tyler Barr  
**Secretary-** Dee Dothard

### Call to Order

President Polly Oliver called the meeting to order, reminding participants of Virtual Meeting Protocols from Robert's Rules of Order, current edition, v.11

### Attendance

**Present:** Margaret Garland, Peggy Hilton, Derrick Perdue, Ed Buhler, Darrell Donaldson, Suveess Ricks, Theresa Buchanan, Tom Flowers, Melissa Frederick, Stephen Adams, Richard Glass, Polly Oliver, Warren Scandrick, Ken Johns, Carmen Williams, Thomas Clifton, Fred Molnar, Judy Whitney, Mike McCrary, Carolyn Nelson, Sherri Kelly

**Absent:** Carey McBride, Rodney Alston, Vernon Reedy

### Agenda and Minutes Adoption

The agenda was approved by the board by common consent.  
The minutes were approved by the board by common consent.

### Motions

#### 1. Motion to Approve the Pool Repair Polly Oliver

Motion to approve Pool Rx to repair the pool. The estimate for repair is \$1,182.78.

#### Roll Call Vote: Common Consent

#### 2. Motion to Set Meeting Cadence Dee Dothard

Motion made to meet the 3rd Tuesday of each month at 6:30 pm.

#### Roll Call Vote: Common Consent

#### 3. Motion to Adopt a Resolution to Extend Annual Assessments Tyler Barr

For the year 2021, the Board of Directors of Mirror Lake Community Association, Inc. ("MLCA") will maintain annual dues at \$475.00 for this calendar year. Due to the circumstances during the COVID-19 pandemic, the annual assessment collection will be extended to February 28, 2021 for homeowners of MLCA to assist with payment delinquencies.

#### Roll Call Vote: Votes in Favor 20/Votes Opposed 3

#### 4. Motion to Adopt a Resolution to Establish and Grant Authority to Executive Committee between Board Meetings Tyler Barr

The members of the executive committee shall be the President, Vice President, Secretary, and Treasurer. The executive committee shall exercise the authority of the board of directors between meetings of the board including but not limited to the extent to necessary act on unanticipated business that requires action between board meetings and action taken not contrary to the instructions of the board of directors. The executive committee shall perform other duties as assigned by the board of directors. **Agreed to table and move to another meeting**

**5. Motion to Adopt Resolution to Establish Specific Purpose Committee Ken Willis**

The President and Executive Officers of the Mirror Lake Community Association shall be authorized to establish advisory committees as authorized by Article 5, of the Bylaws of Mirror Lake Community Association. This authorization envisions the establishment of six (6) standing committees with no expected limit of duration, and one (1) temporary assignment committee whose purpose and service will end with the completion of a recommendation to be reviewed and considered by the Board of Directors.

Committee Chairs will be selected and assigned by the President of the Association and shall serve at the leisure of the President.

- Committees must be Chaired by a Director of the Association; however, membership may include participation of non-director owner/occupants of the community.
- Committees will consist of no less than five (5) members and no more than seven (7) members.
- Upon initial establishment, Committees must develop a Charter and list of objectives to be reviewed and approved by the Board of Directors. The initial Charter and list of objectives must be made available for review within thirty (30) days of the selection of the Committee Chair.
- Standing Committees must review and update/confirm Charter and objectives no less than annually.
- Committees will be expected to provide budget recommendations and budget oversight for expenses supporting the Committee's Charter and objectives. Such oversight shall not supersede or replace the authority granted to the Treasurer and elected Executive Officers of the Association.
- Committees must provide regular updates of actions and activities to the Board of Directors at each meeting of the Board.

**Amendment made to state that Committee chairs will be selected by the President of the Association and shall serve at the discretion of the President. (Ken Willis)**

**Roll Call Votes: Votes in Favor 22/Votes Opposed 2**

**6. Motion to End the Advisory/Steering Committee Polly Oliver**

The Declarant Advisory Committee and the MLCA Steering Committee have completed their missions. All authority and direction are now determined by a duly elected Board of Directors made up of Owner Occupants and therefore all actions of the Declarant Advisory Committee and the MLCA Steering Committee shall end effective immediately.

**Common Consent**

**Board entered into Executive Session and adjourned afterwards**

**Approved**

**2/23/21**

**D.D**