

Terrace Towne Homes of Woodlawn C.O. C.O.  
2017 Annual Meeting Minutes  
May 17, 2017  
South County Center-8350 Richmond Highway

The Annual Meeting of the members was called to order at 7:00 pm by Ed O'Connell of Whiteford, Taylor Preston.

Proof of Quorum with 46 units represented either in person or by proxy.

Units represented in person: 8604 Jenine Gillis, 8614 Cynthia Addis, 8622 Cheryl Jelks, 8696 Volodymyr Yaskulka, 8718 Cecelia Clover, 8804 John Thomas, 8810 Betty Walker, 8832 Eleanor Foddrell, 8846 Jose Ramos, 8884 Garie Taylor, 8888 Michael Richards.

Units represented via proxy included: 8600, 8626, 8632, 8636, 8638, 8662, 8664, 8676, 8686, 8690, 8692, 8696, 8710, 8714, 8736, 8752, 8780, 8788, 8790, 8792, 8806, 8814, 8816, 8818, 8824, 8826, 8834, 8838, 8844, 8848, 8850, 8856, 8858, 8874, 8882.

Residents Present: 8752, 8754, 8770, 8802, 8842, 8854, 8864

Proof of Notice of Annual Meeting, notice mailed on May 2, 2017 by Burke Community Management Group.

Cynthia Addis moved to approve the 2016 Annual Meeting Minutes, John Thomas seconded and the motion was approved unanimously.

**President's Report:**

Cheryl Jelks reported on the work done in the community to include: gutters, concrete, asphalt, new landscaper. Stated the Board is proposing a budget for FY 2018 with no increase. New parking permits to be given out and effective July 1<sup>st</sup>, also that there should be no trading of permits among owners of multiple units. Pool passes being given out tonight after the meeting. Issues the association is dealing with include fake parking permits and trash on the grounds.

**Vice President's Report:**

Cynthia Addis introduced the current board members and talked about parking permit distribution and reminded residents that they would need to bring their old permits to exchange for new ones. There will be one permit per vehicle registered to the property and one guest permit per unit up to 3 total.

**Election:**

Two positions on the Board were open, Cheryl Jelks and the one recently held by Adrian Vaughn. One is a 3 year position and the other a 1 year term. Cheryl Jelks was the only nomination from the floor. As there were no other nominations Cynthia Addis moved to close the nominations and this was seconded by John Thomas and all approved unanimously. Cynthia Addis moved that being there was only one candidate Cheryl Jelks be nominated by acclamation, Eleanor Foddrell seconded and it was approved unanimously. This term is for 3 years.

**FY18 Budget:**

Cecelia Clover moved to approve the proposed 2018 Budget as presented, Mike Richards seconded and the motion carried 45-1.

**Open Forum:**

Resident had concern about neighbor harassing him and calling the police. Mr. O'Connell advised him to record the incidents and explained he should talk to the police about the harassment he feels is happening to him and his family.

Cecelia Clover moved to adjourn at 7:22pm, motion seconded by Cynthia Addis and unanimously approved.

**Respectfully Submitted,**

**Terri Jenkins  
Burke Community Management Group**