

**STOCKBRIDGE CONDOMINIUM
VIRTUAL ELECTIONS COMMITTEE MEETING MINUTES
NOVEMBER 29, 2021**

COMMITTEE MEMBERS IN ATTENDANCE:

SHELLEY HAVENER
KRISTEN MORGAN
GINGER EVERETT
SANDY FLATEQUAL
SAMANTHA SHERMAN

HOMEOWNERS IN ATTENDANCE:

BRENDA PURDY

MANAGEMENT ATTENDEES:

JIM UVENA
JILL CULLINANE

CALL TO ORDER

CHAIRMAN, SHELLEY HAVENER CALLED THE MEETING TO ORDER AT 6:01PM. THE MEETING WAS HELD VIRTUALLY, USING ZOOM, IN ACCORDANCE WITH ADMIN RESOLUTION NO. 04-2021. NOTIFICATION OF VIRTUAL COMMITTEE MEETING WAS POSTED ON CAVALIERMANAGEMENTHOA.COM.

ESTABLISHMENT OF QUORUM

ALL FIVE (5) COMMITTEE MEMBERS PRESENT.

OPEN COMMENTS

THERE WERE NO COMMENTS MADE.

DISCUSSION REGARDING TIMELINE

DECEMBER 4/5: Notice (drafted by Cavalier) to the community regarding nominations, criteria for such, and the nomination petition to be hand delivered door-to-door by Sandy/Ginger/Samantha. Cavalier will mail notice via first class mail to non-resident owners. Cavalier will drop off notices to Sandy prior to 12/4. All nominations will be submitted to The Secretary C/O Cavalier Management to our office address or by email to JillianCavalierMGMT@gmail.com.

DECEMBER 20: Elections Committee meeting at 4pm on Zoom, to develop election procedures (counting ballots, distributing ballots, certifying proxies, certifying election, etc.)

DECEMBER 21: Nominations deadline (must be received 35 days prior to annual meeting)

DECEMBER 25-JANUARY 4: Annual Meeting notices must go out, to include proxy (must be mailed at least 21 days, but no more than 30 days prior to annual meeting)

JANUARY 25, 2022: Annual Meeting @ 7pm at Ferlazzo Building with a Zoom option

NEXT COMMITTEE MEETING DATE

DECEMBER 20: Elections Committee meeting at 4pm on Zoom, to develop election procedures (counting ballots, distributing ballots, certifying proxies, certifying election, etc.)

ADJOURNMENT

MOTION TO ADJOURN AT 7:04PM BY SHELLEY, SECONDED: SANDY, MOTION PASSED UNANIMOUSLY

Submitted by Jillian Cullinane, Property Manager, Cavalier Management
On Behalf of the Stockbridge Condominium Secretary
Motion to approve November 29, 2021 Elections Committee Meeting Minutes made by: Kristen Morgan
Seconded by: Sandy Flatequal
Motion passed unanimously at the December 20, 2021 Elections Committee Meeting.