

**BAY RIDGE COMMUNITY CLUB
SPECIAL MEETING MINUTES
THURSDAY, OCTOBER 19, 2023**

All Board Members in Attendance: Ken Jameson, President; Patty Jameson, Secretary; Judy Jones, Treasurer; Tyler Sobkowich, Director-at-Large; and Stu McWilliam, Director-at-Large.

Quorum Met: 39 Attendees; 9 Proxies. Need 17 for Quorum (20% of 85 = 17).

1. Meeting Called to Order.

Ken Jameson Called the Meeting To Order 6PM and referred everyone to the Meeting Plan to follow. He reviewed the plan for the evening. Meeting Plan attached.

Attached is a copy of the Check-in Procedures, Good Standing Processing and Proxy Signatures Verification, and Ballot Prep and Issuance. These instructions were provided to volunteer check-in helpers, that were there as uninvolved homeowners who can, again, work without involving tension. With the Board needing to be at "arms length" this made following the instructions more difficult, but none-the-less, check in was ultimately successful.

2. Introduction

Ken Jameson reviewed the purpose of tonight's Special Meeting and Introduced the Meeting's Moderator, Daren Larson.

3. Moderator Introduction

Daren Larson introduced himself; being a Property Owner In Bay Ridge Estates. He rents out his property, but still cares a lot about the community and is here volunteering in an effort to help bring down the tension for tonight's meeting. He said he is here to do that and will not be weighing in on topics.

4. Speakers Speak

Daren began the Speaker Introduction Section; followed by Speakers making their opening remarks. Then into Speaker Topics Section, where speakers rotated presenting their topics; followed by rebuttals; and then Homeowner Comments. Topics List is attached.

5. Speaker Conclusion and Ballots Passed Out

A copy of the Ballot is attached.

6. A copy of the Instructions for Ballot Vote Counting is attached.

Volunteer Homeowners, who were chosen for their ability to work without involving tension, began the Ballot gathering and counting process; following the instructions provided. Their were two counters as well as an Observer at all times. Again, with the Board needing to be at

"arms length" this made following the instructions more difficult, but none-the-less, the ballot counting was ultimately successful. The results were doubled checked at the time of the meeting before results were announced and again the next day following the meeting.

7. Results

Results were announced by Moderator, Daren Larson, as follows:

Board Member Remove	Votes	Percentage
Ken Jameson	8	20.51%
Patty Jameson	5	12.82%
Judy Jones	7	17.95%
Tyler Sobkowich	3	7.69%
Stuart McWilliam	25	64.10%

Result: Stuart McWilliam was removed from the Board.

All Sign-In and Proxies and Ballots are attached.

8. Adjournment. TIME: 9:40 PM

SPECIAL NOTE: The next day, all votes were checked again and verified as correct. The count remains unchanged.

The only change that needed to be made was the calculating formulae to determine the Vote Percentage. Originally, the Votes to Remove were divided by the number of Voters in Attendance (39); rather than being divided by the total number of Voters in attendance plus the number of Proxies collected (48). Using the correct formular resulted in the following updated Percentage, which did not change the result of who was removed from the Board:

Board Member Remove	Votes	Updated Percentage
Ken Jameson	8	16.67%
Patty Jameson	5	10.41%
Judy Jones	7	14.58%
Tyler Sobkowich	3	6.25%
Stuart McWilliam	25	52.08%

Result: Stuart McWilliam was removed from the Board.

CHECK-IN PROCEDURES
AND
GOOD STANDING PROCESSING
AND
PROXY SIGNATURE(S) VERIFICATION
AND
BALLOT PREP AND ISSUANCE

1. When an Owner checks in, and you take note that there is a smiley face sticker next to their sign-in information, on the Sign-in Sheet, you know they are in good standing, verified the day of the meeting.
2. If they are in Good Standing, next you prepare the Ballot for this Owner, you should sign your name on the bottom of the Ballot Sheet where it says:

"Good Standing" Verified Before Counting by: _____
Signature
3. For each proxy or for a single ballot to be given out, have the homeowner that will do the voting complete the bottom portion of EACH ballot. The individual doing the "Good Standing" verification will sign on the line at the very bottom. THEY ARE NOT VOTING NOW; JUST COMPLETING THE FORM.
4. Once the proxy signature is verified, staple the proxy behind the ballot, prepared above, for the person doing the voting. File the proxy in the accordion file, by Lot #, for easy retrieval later, at voting time.
5. When a homeowner votes their own ballot, THEY MUST be a member in good standing.
6. If an Owner signs-in with Proxy(s), you must verify not only the Owner's Good Standing status, but also verify the Good Standing status for each Owner who gave them Proxy. So that Owner's name on the Proxy must be looked up on sign in sheet and if you see the Smiley Face Sticker, you should sign the bottom of the ballot for them where it says:

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* The signature to be VERIFIED is that of the homeowner GIVING their proxy to the person voting for them.

* The Lot number of the homeowner GIVING the proxy needs to be on the proxy. Compare their signature on the current proxy to any previous proxy(ies).

There is an interesting rule about all this as follows:

"You must be a member in good standing to vote but you can also vote by proxy by appointing someone – a member or nonmember.

For example, if the owner of lot 1 is a member in good standing they can give their proxy to the owner of lot 2 who is not in good standing. Because the owner of lot 2 is not in good standing, they cannot vote as a representative of the ownership in their lot (lot 2) but they can vote on behalf of lot 1 because they have their proxy."

7. If someone provides proxies as well as being a member in good standing and is going to vote themselves, accumulate ALL the ballots/proxies and paperclip all the ballots together and file in the accordion file.
8. Completed Ballots, stored in the accordion file, will be passed out just prior to voting. When voting is to begin, use the lot number listed on the voting members ballot to distribute to the appropriate homeowner.

PLEASE NOTE ON THE SIGN-IN SHEET THE WORD "PROXY" IN THE RIGHT OUTSIDE MARGIN WHERE THAT HOMEOWNER IS A PROXY VOTE.

HOMEOWNER SIGN-INS WILL INDICATE THE OWNERS THAT ARE IN ATTENDANCE.

THANK YOU!

Lot No. _____

BAY RIDGE COMMUNITY CLUB
BALLOT FOR REMOVAL OF BOARD MEMBERS

Board Member Name

Remove From Board?

IF YES:

Please Place Your Initials
On The Line After Their Name

Ken Jameson

Patty Jameson

Judy Jones

Tyler Sobkowich

Stuart McWilliam

Signature

Lot No.

Printed Name

Date

"Good Standing" Verified Before Counting By:

Signature

Lot No. _____

INSTRUCTIONS FOR
BALLOT VOTE COUNTING
SPECIAL HOMEOWNERS MEETING JUNE 19, 2024

- 1) Each Vote Counter will be given half the Ballots to Count. They will count them and "tick mark" on the tally sheets named A and B; First Count and Second Count. The totals will be noted on each of the Tally Sheets. NOTE: Please be sure to enter your name on each Tally Sheet, as Counter 1; then as Counter 2, when you are counting the votes.
- 2) The Vote Counters will then swap their Ballots, already counted, with the stack from the other Counter. Each Counter will then count their new stack and note the total Votes on a new tally sheet, as described above.
- 3) The hope is that Vote Counter 1's Tally Sheet equals the totals of the Vote Counter 2's Tally Sheet. When that is achieved, we have confirmed Votes.
- 4) If the Votes do not equal after the first and second rounds of counting, the Tally Sheets and Ballot Stack will continue to be swapped until the error is found and the vote tally is correct.