

335 Geronimo
Quitman, Texas 75783

Phone: 903-878-7051
E-mail: hvclubhouse@hvfpoa.com
Website: holidayvillagefork.com

HV of Fork Owners Association

2/20/2023

Special Session of the Board of Directors

Time: 10:00 AM

Location: Clubhouse

Agenda Items:

Hire General Manager

Sip & Paint

Directors Present:

Joe Ammons

Rebecca Wilder

Judy Marlow

Terry Lollar

Brannon Alvarez

President: Bryan Swenson

Treasurer/VP: Dan Allen

POA Secretary: Brenda Lollar

HV of Fork Owners Association

President Swenson opened the meeting as a Special Session and noted that all Board Members are present. President Swenson asked for a motion to accept minutes from the last meeting as posted. Director Wilder motioned to accept the minutes and Director Lollar seconded the motion. All in favor. Ayes carry and the motion passes and none opposed.

Director Wilder presented information on the past General Manager's responsibilities. The GM in the past needed to put some financial procedures in place, and work on taxes. He was not strong on the property manager side and when he resigned we asked Joe Ammons to fill in and take care of Admin duties. The Board decided to go with a property manager to work on roads and keep Joe Ammons on as a volunteer Comptroller. We have asked Joe Ammons to do these tasks because he knows how to do the job and has done the job well. When Property Manager Shelton stepped down from the Manager position. Director Wilder and Director Lollar asked Director Ammons to step in and cover the manager's responsibilities until a GM could be hired given his history and experience at overseeing the finance office. Director Wilder and Director Lollar asked Director Ammons if he would consider the GM position as a full-time job. We have reached a decision on offering Joe Ammons the position and have a package that we think he will accept.

Director Ammons gave a brief description of the GM responsibilities. I would continue doing the duties of the comptroller and be over and delegate the duties of maintenance and oversee the duties in the office. The Board is asking me to delegate on the outside and operate on the inside.

A few questions were voiced from the property owners present, seeking clarification on what each job would do. For example; the President position and the GM position. The President would continue doing President duties. The President will represent the community and the employees and take items to the Board for improvement. Property owners would bring concerns to the President first and then presented to the Board.

HV of Fork Owners Association

Director Alvarez asks a question about whether Director Ammons will continue to be a Director if he accepts GM job.

10:10 AM Director Wilder makes motion to move to Executive session and Director Lollar seconded the motion. All in favor, Ayes carry and the motion passes and none opposed. Directors moved into Executive session.

10:25 AM Re-adjournment into open session.

Director Wilder presented information concerning the interview of another applicant this morning that had a lot of property manager background experience but not a lot of administrative background and felt that we went with our best choice. Director Wilder makes motion to accept the contract that Joe Ammons was offered and agreed to, Director Lollar seconded the motion, President Swenson states that for transparency, the GM that is hired and could he remain on the Board. Some conversation back and forth about this subject. Clarification given that if Joe Ammons is hired as GM he would resign from the Board. Director Ammons interjects that our Bylaws do not stipulate that whether or not a Board Member can be the manager or whether an officer can be a Board member. The announcement of Joe Ammons stepping down will be forthcoming voluntarily after he accepts the GM job. All in favor, ayes carry, none opposed and the motion carries. Director Ammons abstained from the vote.

Director Wilder invites Joe Ammons to speak at this time. Joe Ammons accepted the job as General Manager and withdraws from the re-election and resigned from the Board of Directors immediately.

Director Wilder makes an announcement concerning her bid for re-election. She is going to have to focus on her job at this time and will not be able to devote the time needed to this Board, therefore she is pulling her bid for re-election, but will continue to serve until the end of term. Director Wilder makes a motion that Joe Ammon's seat remains open until election day, Director Lollar seconded the motion, All in favor, ayes carry, none opposed and the motion carries.

HV of Fork Owners Association

President Swenson asks that the time frame to submit bios for Board of Directors stay open until March 1, 2023. Director Lollar makes the motion and Director Wilder seconded the motion to keep the time frame open until March 1st. All in favor, ayes carry, none opposed and the motion carries.

President Swenson opens discussion about Sip & Paint. Director Alvarez explains the reason for the Sip & Paint is to raise money for a property owner to remove a dead tree that is over his home. This event is cancelled since enough money was already raised to pay for the tree removal from previous Sip & Paint and private donations. President Swenson expressed concern about the accounting for these events and that all receipts need to be turned in immediately. Director Wilder expresses that this subject falls under day to day functions and should have not been put on the agenda.

Questions from the floor: (Meeting is still in session) When do receipts get turned in for events? The policy states that the committee must produce a full accounting of each event. Monies received must be turned in immediately after each event. Accounting for Food Bank & EPC is posted in the "Fish Bowl". The finance office maintains the funds for the committees.

Director Wilder makes a motion to adjourn, Director Lollar seconded the motion, all in favor, the ayes carry, none opposed and the motion to adjourn carries.

Adjournment: 10:40 AM

Brenda Lollar
AVA Secretary