

**Sierra Pointe Homeowners Association, Inc.**  
**2021 Nominating Committee Meeting Minutes**  
January 18, 2022

Via In-Person at Clubhouse, Email, and/or ZOOM

Committee Members Present:	Rebecca Allen Wyoma Barrett Cindy Rivers Orlando Rodriguez
Committee Member(s) Absent:	Carmen Jefferson
Management Representative(s)	Heather Smith, Community Manager, CMCA, AMS, Warren Management Group Ashley Carmona – Management Team Assistant

The majority of committee activity was held by email, with all committee members as well as Heather Smith and Ashley Carmona included.

On Wednesday, December 8, 2021, Ashley Carmona, Management Team Assistant, Warren Management Group, sent the above committee members an email notifying the committee members that there were four (4) applications (John Patricke Clancy, Holly Schwarz, Patricia Guerin, Chris Bowles) received for the two (2) board positions. She included a copy of the applications, and asked that the committee members review the applications and provide the board with thoughts on each candidate. The comments were to be available to the Board Members by the regular Board Meeting scheduled for Monday, December 13, 2021 (early due to upcoming holidays).

During the next few days, several emails were exchanged as the committee members reviewed their calendars.

On Thursday, December 9, 2021, Heather Smith, Community Association Manager, notified the committee that one (1) additional application (David Lee) had been received. That application was attached to the email, as well as some guidelines for the committee. Heather Smith also stated that the committee recommendations were due back to her no later than Tuesday, December 28, 2021, for her to forward to the Board.

On Friday, December 10, 2021, Wyoma Barrett volunteered to be the Chairperson via email to the committee members and Ashley Carmona. Wyoma Barrett proposed that at the December 13, 2021 Board Meeting, the committee would notify the Board that there were five (5) candidates to be interviewed. She then proposed working out details for the interview times.

Orlando Rodriguez and Rebecca Allen responded the same day accepting Wyoma Barrett as the Chairperson. No objections were stated. Nobody else volunteered for either Chairperson or Secretary of the Nominating Committee.

On Monday, December 13, 2021, Wyoma Barrett, Nominating Committee Chairperson, reported to the Board that the committee would interview all five (5) candidates.

The Nominating Committee met at the Sierra Pointe Clubhouse at 4:00 p.m. on Wednesday, December 15, 2021, to discuss the questions for the candidate interviews. It was agreed to hold the interviews on Monday, December 20, 2021. A copy of the six (6) questions asked of each candidate is attached.

When Wyoma Barrett contacted the candidates to schedule their interview time, Chris Bowles informed her that his work had suddenly gotten more involved, and he was withdrawing his application. She thanked him and encouraged him to keep it in mind for the future if things settled down for him.

On Monday, December 20, 2021, four (4) interviews were conducted at Warren Management Group at 1720 Jet Stream Drive, #200, Colorado Springs, CO 80921. Upon arrival, Heather Smith informed the Nominating Committee that although we had scheduled to have the conference room and ZOOM support until 7:00 p.m., we actually had to be done by 5:30 p.m.. Luckily, all of our candidates arrived early and we were able to push through and be done by 5:30 p.m.

On December 27, 2021, the comments for each candidate were emailed to Heather Smith and Ashley Carmona as well as all the Nominating Committee members. Carmen Jefferson was not included as she did not respond to any emails regarding committee activities.

Respectfully Submitted by:



Wyoma Barrett, Chairperson  
Nominating Committee 2021