

**Sierra Pointe Homeowners Association, Inc.**  
**Annual Meeting of the Membership Minutes**  
Monday, January 31, 2022

**CALL TO ORDER**

The Annual Meeting of the Membership for Sierra Pointe Homeowners Association, Inc was held on Monday, January 31, 2022, via Zoom Meeting and at the Warren Management office. John Clancy, who served as chairman, called the meeting to order at 6:13 p.m. Quorum was established with eighty-nine members represented in person or by proxy.

**SECRETARY'S REPORT**

- a. A **motion** was made by Holly Schwarz and seconded by Lori York to approve the November 17, 2020; Special Budget Meeting of the Membership Minutes as presented. The motion carried by unanimous vote.
  
- b. A **motion** was made by Holly Schwarz and seconded by Lori York to approve the January 28, 2021, through April 5, 2021, Annual Meeting of the Membership Minutes as presented. The motion carried by unanimous vote.
  
- c. A **motion** was made by Holly Schwarz and seconded by Lori York to approve the November 18, 2021; Special Budget Meeting of the Membership Minutes as presented. The motion carried by unanimous vote.

**President's Report**

John Clancy gave an update regarding the Community projects and important information.

**Maintenance & Responsibility Matrix**

Heather Smith discussed Owner maintenance responsibilities verses Association maintenance responsibility; a chart was provided.

**ELECTION OF THE BOARD**

The names of the candidates as recommended by the Nominating Committee and approved by the Board of Directors were read. The floor was opened for nominations. Gloria Chism nominated David Lee, to run for a position on the Board of Directors. With no further nominations, the floor was closed. The Nominees were introduced and provided a few minutes to present their qualifications as follows: Holly Schwarz, John Clancy, Patricia Guerin, and David Lee.

It was announced that voting would be facilitated using the online platform, Election Buddy. Each eligible Member will receive an elain containing their private ballot submittal code with which to cast their vote. The meeting will be held open and a reconvened-on February 21, 2022, at 6:00 p.m. to announce the results of the election.

**ADJOURNMENT**

A motion was made by John Clancy to adjourn the meeting until February 21, 2022, at 6:00 p.m. The motion was seconded by Holly Schwarz and the meeting was adjourned at 7:36 p.m.



**Sierra Pointe Homeowners Association, Inc.**  
**Re-Reconvened Annual Meeting of the Membership**

Monday, February 21, 2022, via ZOOM

### CALL TO ORDER

The Reconvened Annual Meeting of the Membership of the Sierra Pointe Homeowners Association, Inc was held via Zoom conference call. The meeting was called to order at 6:03 p.m. by John Clancy.

### ELECTION OF THE BOARD

Heather Smith shared the results page of the Election Buddy website and announced the election results as follows:

- a. John Clancy is elected to the Sierra Pointe of Directors with a two-year term.
- b. Holly Schwarz and Patricia Guerin each received the same number of votes, resulting in a tie. Heather Smith explained that the community could either 1) hold a run-off election to determine a winner between Holly Schwarz and Patricia Guerin; or 2) the Board could allow one candidate to be elected to the full two-year term while appointing the other candidate to the vacant position on the Board, which has one-year remaining in its term. The floor was open for discussion. Patricia Guerin was not present on the meeting, so she was contacted by phone for input. Both Patricia and Holly agreed that Holly Schwarz should occupy the two-year term, while Patricia Guerin occupies the one-year term.
- c. **Board Action:** A motion was made by Orlando Rodriguez and seconded by Rebecca Allen to appoint Patricia Guerin the vacant position on the Board of Directors with one-year remaining in the term. Motion carried.
- d. With Patricia Guerin appointed to the Board and no longer an active candidate, Holly Schwarz was elected to the Board of Directors with a two-year term.

### ADJOURNMENT

With no further business the meeting was adjourned the at 6:28 p.m.

