

**WESTCHASE COMMUNITY ASSOCIATION, INC.
VOTING MEMBERS MEETING**

Oct 8, 2024

6:30 PM @ S&T Center Activity Room

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. MINUTES FROM VOTING MEMBERS MEETINGS

- **Sept 10, 2024 Meeting Minutes**

V. NEW BUSINESS

- Commissioner Wostal – Legislative Update
- Meeting Scheduling & Agenda Process

VI. OLD BUSINESS

VII. OTHER BUSINESS

ADJOURNMENT

WESTCHASE COMMUNITY ASSOCIATION, INC.
VOTING MEMBERS MEETING

Sept 10, 2024 MINUTES

I. **CALL TO ORDER**

Shawn Yesner, President, called the Voting Members Meeting to order at 6:34pm once quorum was reached. There were 3,230 Members of the Association represented by the presence of the Voting Members. The notice was also posted on the WCA marquees on 08/26/2024.

II. **ROLL CALL**

Members Present

Abbotsford – Chris Jones
Arlington – John Jones
Bennington – Bruce Sedler
Brentford – Michiel Oostenbrink
Bridges – Dawn Gingrich
Castleford – Mary Banks
Chelmsford – Joanne Maurer
Classic TH – Jim Brinker
Enclave – Christine Hennes
Glenciff – Shirley Boyd
Glenfield – Michele DelSordo
Greens – Stephen Splaine
Harbor Links – Michael Thomas
Keswick – Jason Jozefiak
Kingsford – Forrest Baumhover
Radcliffe – Eric Holt
Shires – Barry Anderson
SFH – Mary Griffin
Stamford – Jamie Kolev
Stockbridge – Ed Siler
Stonebridge – Mark Crooks
TH of WPV – Jeff Clemente
Traditional TH – Scott Stephens
Village Green – Bradley Lloyd
Villas of WPV – Deb Guerino
Vineyards – Pam Senk
Woodbay – Cal Hargreaves
Woodbridge – Rick Goldstein
Wycliff – Theresa Lanzar

Members Absent

Saville Rowe

Staff Members Present

Debbie Sainz, LCAM
Charlotte Adams, LCAM
Jamie Bryan, GPI COO
Janet MacNealy, GPI VP

No Voting Members

Worthington
Berkeley
Rsv @ WPV

III. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

IV. **Minutes**

- **Approval of Meeting Minutes for 08/13/24 Minutes**

Rick Goldstein made the motion to approve the 08/13/24 meeting minutes. Mary Griffin seconded the motion. A vote was taken and the motion passed 28-0

V. **New Business**

- **Disparaging Comments by WCA Board Member**

The Voting Member that originally asked for this to be added to the agenda has since withdrawn her request.

VII. **Other Business**

Prior to the end of the meeting, a new Voting Member for Berkeley Square was appointed by the Berkeley Board and took her seat at the table. (Isis Quaglia)

ADJOURNMENT

Motion made to adjourn the meeting and voted unanimously 6:52PM

WESTCHASE COMMUNITY ASSOCIATION, INC.
ANNUAL MEETING OF THE WESTCHASE COMMUNITY ASSOCIATION
September 10, 2024

MINUTES

I. CALL TO ORDER

Rick Goldstein, Nominating Co-Chair, Board Member, called the meeting to order at 6:55 PM. Michiel Oostenbrink, co-chair, took over the meeting afterwards. Notice of the meeting was posted August 26, 2024. A quorum of the Voting Members was present with 3,230 members represented. Legal counsel, Jon Ellis, from Shumaker Loop & Kendrick, was also present.

II. ROLL CALL

Members Present

Abbotsford – Chris Jones
Arlington – John Jones
Bennington – Bruce Sedler
Berkely Square – Isis Quaglia
Brentford – Michiel Oostenbrink
Bridges – Dawn Gingrich
Castleford – Mary Banks
Chelmsford – Joanne Maurer
Classic TH – Jim Brinker
Enclave – Christine Hennes
Glenclyff – Shirley Boyd
Glenfield – Michele DelSordo
Greens – Stephen Splaine
Harbor Links – Michael Thomas
Keswick – Jason Jozefiak
Kingsford – Forrest Baumhover
Radcliffe – Eric Holt
Shires – Barry Anderson
SFH – Mary Griffin
Stamford – Jamie Kolev
Stockbridge – Ed Siler
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TH of WPV – Jeff Clemente
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Village Green – Bradley Lloyd
Villas of WPV – Deb Guerino
Vineyards – Pam Senk
Woodbay – Cal Hargreaves
Woodbridge – Rick Goldstein
Wycliff – Theresa Lanzar

Members Absent

Saville Rowe

Staff Members Present

Debbie Sainz, LCAM
Charlotte Adams, LCAM
Jamie Bryan, GPI COO
Janet MacNealy, GPI VP

No Voting Members

Worthington

Rsv @ WPV

II. INTRODUCTION OF NOMINATING COMMITTEE

Rick Goldstein, co-chair, Michiel Oostenbrink, co-chair, Jim Brinker, Sean Lynch

III. RULES & PROCEDURES

No changes were presented for approval

IV. REQUEST FOR QUESTIONS

V. INTRODUCTION OF DECLARED CANDIDATES

The declared candidates were:

Theresa Lanzar; Jack Maurer; Nancy Sells; Jessica Siddle

VI. **NOMINATIONS FROM THE FLOOR**

Rick Goldstein nominated Forrest Baumhover (accepted)

Eric Holt nominated Chris Jones (accepted)

Rick Goldstein nominated Keith Heinemann (accepted)

Jim Brinker nominated Charles (Patrick) Ryan (accepted)

Nominations from the floor closed at 6:52pm

VII. **COLLECTION OF QUESTIONS**

Debbie Sainz and Charlotte Adams, association managers, collected the questions from the members. Questions were reviewed and selected by legal counsel and nominating committee members.

VIII. **CANDIDATE INTRODUCTORY STATEMENTS (3 minutes each)**

Each candidate was given three minutes for introductory remarks:

Jack Maurer; Nancy Sells; Theresa Lanzar; Keith Heinemann; Forrest Baumhover; Chris Jones; Jessica Siddle; Pat Ryan

IX. **CANDIDATES QUESTION & ANSWER SESSION (60 seconds each question)**

Immediately following introductory remarks, all candidates were requested to exit the room with three VM's remaining in the room going first in the Q&A (Forrest Baumhover; Theresa Lanzar; Chris Jones). Each candidate was then called one by one in for the Q&A session based on drawing of names:

Jack Maurer; Nancy Sells; Keith Heinemann; Jessica Siddle; Pat Ryan

X. **CANDIDATE CONCLUDING STATEMENTS (60 second each)**

Each candidate was given 60 seconds minutes for concluding remarks in the reverse order of the introductory remarks.

XI. **VOTING**

The ballots were collected and counted by Debbie Sainz - association manager, Charlotte Adams-association manager and Jonathan Ellis, legal counsel. Ballots were then recounted by the Nominating Committee members with legal counsel

XII. **TABULATION OF ELECTION COMMITTEE RESULTS**

Forrest Baumhover	12
Keith Heinemann	7
Chris Jones	12
Theresa Lanzar	19
Jack Maurer	18
Charles (Pat) Ryan	12
Nancy Sells	13
Jessica Siddle	26 (committee certified 25 votes for Jessica vs actual total votes on ballots of 26)

XIII. **CLOSE OF ELECTIONS & ACCEPT VOTE RESULTS**

Mary Griffin motioned to close the election and accept the 4 newly elected board members, Theresa Lanzar, Jack Maurer, Nancy Sells and Jessica Siddle, for the 2024-226 term. Barry Anderson seconded the motion. A vote was taken and motion passed 29-0

XIV. **ADJOURNMENT**

Meeting adjourned at 8:52PM

PROPOSED VOTING MEMBER MEETING POLICY & GUIDELINES

(DRAFT)

I. Regular VM Meeting Schedule(s)

- A regular meeting of the Voting Members shall be conducted on the 2nd Tuesday of every month of the year.
- All VM meetings shall be "in-person" unless other mediums are required for the protection of health and safety as determined by a majority vote of the Voting Members (one vote per VM).
- Regular VM Meetings may only be cancelled by the written consent of a number of Voting Members that represent at least a majority of the total vote of the association.

II. Meeting Agenda(s)

- A Voting Member may request an agenda item be added to a regularly scheduled meeting.
- Request(s) shall be emailed to the Board President at least 14 days in advance of the meeting.
- Agenda requests shall be accompanied by a very brief summary of the purpose, objective or issue that is intended to be addressed by its inclusion.
- The President shall be obligated to publish the agenda item and summary as requested
- Each agenda item published in advance of a VM meeting shall also list the sponsor or "owner" of the agenda item. This individual will be given the opportunity to introduce the agenda item to the floor at the VM meeting, provided it is formally accepted by the VM body at the onset of the meeting in question.
- At the beginning of each meeting, the Voting Members shall vote to accept the agenda as presented. The approval (or rejection) of the agenda or any specific agenda item proposed to be added or removed at that time shall require the affirmative vote of the majority of the number of Voting Members present. *Note for verification: SLK has indicated that VM's will continue to have the option to add items to our meeting agenda during the meeting itself with majority approval, per our governing documents*
- Standing agenda items shall apply to some or all regularly scheduled VM meetings per the Standing Schedule of Meetings attached to this document.

III. Meeting Documentation and Materials

- Per FL statute, any document listed on the published agenda or to be voted on by the members must be presented and/or posted at least 7 days in advance of the meeting. It will be the responsibility of any agenda "owner" to provide such documentation as appropriate to the President (or directly to the VM body) in the time frame necessary to ensure compliance.

IV. Meeting Etiquette

- Voting Members (and members of the Board) shall refrain from using the VM group email list to promulgating discussion or to make statements of opinion relative to any agenda item(s) published in advance of the meeting date. Such discussion shall be reserved for the meeting itself.

Standing Schedule of VM Meetings

Month	Standing Agenda	Notes
January	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report* INSG and Guideline Voting	Final voting on INSG's submitted to WCA office by Sept 1st and any Guideline changes presented in July
February	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report*	
March	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report*	
April	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report*	INSG requests due to office by April 1st for June Vote
May	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report*	
June	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report* INSG Voting	Final voting on INSG's submitted to WCA office by April 1st
July	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report* Review of Proposed Guideline Changes	Guideline changes to be presented by the Document Review Committee
August	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report* Budget Review	VM's are not required to approve the annual budget, but have the opportunity to "veto" it with a 67% vote
September	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report* Annual Election of the BOD	INSG requests due to office by Sept 1st for January vote
October	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report*	
November	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report*	
December	Approval of Prior Meeting Minutes BOD Update & Monthly Mgmt Report*	Neighborhood annual meetings for VM elections will take place independently

**BOD and Monthly Management Reports consistent with Section 8.1 of the RFP technical requirements including: Introduction, Financial Update, Project Updates, Site Inspection Status, Maintenance and Repairs, Staffing and Operations, Compliance and Legal, Member Engagement, Committee Updates and Board Action and Management Recommendations.*

Additional Notes: This meeting policy is intended to supplement our existing governing documents relative to the treatment of VM meetings. For example, this policy does not remove the opportunity for the BOD President to call VM meetings or to propose agenda items for a VM meeting in advance. It also keeps intact (and further clarifies) the VM's ability to do the same. **The most novel suggestion being presented in these guidelines is to afford the VM's with self-determination regarding any meeting cancellation and to begin to more capably administer the meeting agenda.**