COTTAGES AT MEADOWBROOKE

HOMEOWNERS ASSOCIATION, INC.

Annual Membership Meeting
March 11, 2021
Summerfield Clubhouse
13013 Summerfield Blvd., Riverview, FL
Meeting Minutes

1. **Call to Order-Certify Quorum**
   The Annual Membership Meeting was called to order by Elizabeth Ghahary at 6:30 p.m. With five (5) lots represented in person and one (1) by proxy, a quorum of the membership was established. Jeana Wynja represented McNeil Management.

   Timely Notice: The Annual Member Meeting notice was mailed to all owners on February 19, 2021 and manager presented the Affidavit of Mailing to owners as proof of proper notice.

2. **Reading of Unapproved Minutes**

   On Motion: Duly made by Elizabeth Ghahary second by Deborah Ferguson and carried unanimously.
   Resolve: To approve the 2020 annual meeting minutes as presented.

3. **Unfinished Business:** None

4. **New Business:**

   Community Updates: The board spoke about community improvements. Roofs were replaced and buildings were painted. Landscaping improvements will begin in 2021.

   Introduction of Candidates – Discussion and Election of Directors: Elizabeth Ghahary and Deborah Ferguson are willing to continue to serve. No other owners identified themselves as candidates.

5. **Adjournment**

   On Motion: Duly made by Elizabeth Ghahary second by Deborah Ferguson and carried unanimously.
   Resolve: To adjourn the meeting at 6:38 p.m.

D. Ferguson
Prepared by Manager for Secretary

McNeil Management Services, Inc.
P.O. Box 6235, Brandon, FL 33508-6004
Phone: (813) 571-7100 Fax: (813) 689-2747
Email: management@mcneilmsi.com
www.cottagesatmeadowbrooke.com