

**Community Association Institute  
Central Florida Chapter, Inc.**

Board of Directors Meeting  
**August 13, 2019**  
Telephone Conference Call

**Draft Minutes**

**Determination of Quorum: (a quorum was present as indicated by the attendees listed below.)**

The following Board Members were present:

Lou Biron	Director	Present
Leslie Ellis	Treasurer	Present
Suzan Kearns	Director	Present
Michael Kulich	Director	Present
Chuck Strode	Director	Present
Frank Ruggieri	Vice President	Present
Kent Taylor	Secretary	Present
Robert Taylor	Director	Present
Matt Vice	Director	Not Present
Ken Zook	President	Present
Vacant	Home Owner Leader	Not Present

Reini Marsh, Central Florida Chapter Executive Director was also present.

**Call to Order:** Ken Zook, President, called the meeting to order at 1:00 p.m.

**MOTION:** Robert Taylor made a motion to approve the changes to the Chapter By-Laws as submitted. The motion was seconded by Ken Zook and passed unanimously.

**MOTION:** Chuck Strode made a motion to appoint Tom Weir to the Board as a Director to fill the vacant Homeowner representative position. The motion was seconded by Robert Taylor and approved by all other Directors with the exception of Frank Ruggieri, who abstained since he represents the Association that Tom Weir serves as President.

**MOTION:** Robert Taylor made a motion to approve the changes to the Finance Charter as submitted to make them consistent with the new By-Laws, Article VI. In addition, language was added to provide for the annual Chapter budget recommendation to be prepared and in place no later than November 30<sup>th</sup> each year. The motion was seconded by Ken Zook and passed unanimously.

**MOTION:** Robert Taylor made a motion to approve the Chapter Cash and Investment Policy as submitted. The motion was seconded by Chuck Strode and passed unanimously.

**ADJOURNMENT**

There being no further business to conduct, Ken Zook made a motion to adjourn the meeting which was seconded by Chuck Strode. The meeting was adjourned at 1:25 p.m.

*Minutes prepared by Kent Taylor, CMCA, AMS, PCAM, Chapter Secretary*