

Portillo Ridge Homeowners' Association

P.O. 37020, Tucson, AZ 85704

Website: www.portilloridgehoa.org ~ Email: portilloridgehoa@yahoo.com

Board of Directors Workshop December 11, 2020

Board Members Present: Jim Chisholm, President, Wendy Strasser, Secretary, and Jan Sink, Member at Large

Homeowners Present: None

Call to Order: The BOD Workshop was called to order at 9:30 AM

Discussion Topics:

- Annual Meeting-January 27 2021.
 - ✓ Currently there is only one nomination received, Nancy Williams
 - ✓ Annual Meeting will be held by Zoom; therefore the ballots will have to be counted prior to the meeting. The ballots are to be returned to Stratford Management and Ms. Brown will deliver the unopened ballots to the Nominating/Election Committee for counting.
 - ✓ Since the meeting will be conducted by Zoom, the time has been set for 4:00 PM.
 - ✓ Quorum requirement is 20%
 - ✓ Email Announcement about the Annual Meeting
 - ✓ Stratford Management to draft a cover letter explaining the process to conduct the Annual Meeting by Zoom and send to the board for review prior to sending out.

No other business related to the Portillo Ridge Homeowners' Association was discussed or acted on during this Portillo Ridge HOA BOD Workshop.

Adjournment: The workshop was adjourned at 10:10 AM.

Respectfully submitted,

Helen B Brown

Helen B Brown, CMCA
Director of Management Services/Community Manager-Stratford Management
For the Portillo Ridge Homeowners Association Board of Directors
