

**Linda Lakes Homeowners Association, Inc.**

**Homeowners Annual Meeting Agenda**

**Monday, October 20, 2025, 6:30 p.m.**

**Black Pond Baptist Church**

**3644 Old Jennings Road, Middleburg, FL 32068**

## **HOMEOWNERS' MEETING CALLED TO ORDER AT 6:40 PM**

### **NEW BUSINESS: ELECTION OF NEW BOARD OF DIRECTORS**

A quorum was established along with proof of notification. Confirmation of Voting Certificates and Limited Proxy Forms were validated by the CAM team as homeowners signed in.

Bill Chandler explained the voting process, clarifying the instructions for casting ballots for the election of Board of Directors. Nominations for candidates were requested from the floor.

Each candidate came forward to address the homeowners: Woods Allen, Matt Sattler, Buzz Lee, Wade Rambo, Tina Barnott and Henry Lockett. Whitney Salizar was not in attendance.

The floor was opened for homeowners to address candidates. The candidates responded to each question.

Homeowners voted.

**BOARD BUSINESS:** While the votes were tallied by three individuals, board business was conducted.

**DIRECTORS PRESENT:** Bill Chandler, Matt Sattler, Woods Allen, Buzz Lee

**OTHERS PRESENT:** Michelle Corsi, interim secretary

### **Approval of Board Minutes**

September 22, 2025 Board of Directors meeting minutes were ratified. Motion by Woods Allen, second by Buzz Lee, motion passed unanimously (1).

**Architectural Review Committee:** The ARC Guidelines and committee were discussed. The ARC Guidelines were approved. Motion by Matt Sattler, second by Bill Chandler, motion passed unanimously (2). There was discussion that the ARC Committee should consist of three or more members who conduct meetings as required by law to review the Architectural Review forms that have been submitted. Giving 48 hours advance notice of the meeting to the homeowners and holding the meeting in our pavilion would allow transparency and discussion with the homeowners so that all parties are informed. Motion

to hold ARC meetings as required by law was done by Matt Sattler, second by Bill Chandler, motion passed unanimously (3). Cameron has dropped out of the ARC Committee and discussion occurred about the possibly of Jay Davis and some others who have said they would volunteer to be part of the committee. New volunteers for the committee will be followed up. Motion to accept Cameron's resignation from the Arc Committee was by Matt Sattler, second by Bill Chandler, motion passed unanimously (4).

### **Important Tasks for New Board**

The new board needs to finalize the budget and look at how the reserved funds will be handled. This will have an impact on the Homeowners Assessment Charge due in January 2026.

The pavilion needs to be assessed for repairs and fixed.

The front gate cameras don't currently have internet so someone will need to seek vendors and prices to consider having internet capability.

### **HOMEOWNERS FORUM**

**Installation of newly elected Directors:** Woods Allen, Buzz Lee, Henry Lockett, Wade Rambo, Matt Sattler. Congratulations and welcome to the new board. Thanks to the old board for doing a wonderful job.

### **MEETING ADJOURNED AT 8:00 PM**

Motion to adjourn by Bill Chandler, second by Woods Allen, motion passed unanimously (5)

### **BOARD MEETING MOTIONS**

1. Motion to ratify minutes from September 22, 2025 Board of Directors meeting by Woods Allen, second by Buzz Lee, motion passed unanimously
2. Motion to approve ARC Guidelines by Matt Sattler, second by Bill Chandler. Motion passed unanimously.
3. Motion to hold ARC meetings as required by law was done by Matt Sattler, second by Bill Chandler, motion passed unanimously.
4. Motion to accept Cameron's resignation from the Arc Committee was done by Matt Sattler, second by Bill Chandler, motion passed unanimously.
5. Motion to adjourn the meeting by Bill Chandler, second by Woods Allen, motion passed unanimously.