

**The Refuge Community Association Inc.**  
**Special Board Meeting Minutes**  
**November 21<sup>st</sup>, 2020 at 2:00 P.M.**  
**Location: Via Zoom**

**I. CALL MEETING TO ORDER 2:00 P.M.**

**II. ROLL CALL**

- A. Board Members:
  - Robin Callaway, President
  - Fran Delach, Vice President
  - Gary Roundy, Secretary/Treasurer
  - Dale Coalmer & Dianna Soltesz, Directors
- B. Management: Amy Telnes
- C. Members/Guests: Via Zoom

**III. INTRODUCE & RATIFY APPOINTMENT OF 2 NEW BOARD MEMBERS**

- A. Dale Coalmer has been appointed Director at Large, filling the remaining term left by Tom Graybill who has sold his Refuge home.
- B. Dianna Soltesz has been appointed Director at Large, filling the remaining term left by Bob Ulery, and then by Bob Ballard after both sold their Refuge homes.  
**Action: Fran Delach made a motion to ratify the appointments of Dale Coalmer and Dianna Soltesz previously appointed by unanimous written consent. Gary Roundy seconded. Vote 3-0.**
- C. Robin Callaway clarified who is on the current Board of Directors and when terms expire:
  - President: Rob Callaway (2023)
  - Vice President: Fran Delach (2021)
  - Secretary/Treasurer: Gary Roundy (2022)
  - Director: Dale Coalmer (2022)
  - Director: Dianna Soltesz (2021)

**IV. RATIFICATION OF WRITTEN CONSENTS IN LIEU OF A MEETING PERSUANT TO ARS 10-3821 DURING COVID**

- A. Robin Callaway provided a report of the written consents signed by the Board Members in 2020 when meeting during Covid was not possible. The consents were for Board Member appointments as ratified in Item III and the formation of Committees and Committee Members. Robin Callaway prepared and distributed an Association Structure Directory naming all Committees formed to date and all Committee Members appointed to date.  
**Action: Gary Roundy made a motion to ratify the written consents signed in 2020 and approve the Association Structure Directory as presented. Dale Coalmer seconded. Vote 5-0.**

**V. 2021 BUDGET**

- A. Fran Delach provided a summary of the 2021 Budget presented by the Finance Committee which included a recommendation of a 10% dues increase.  
**Action: Gary Roundy made a motion to approve the 2021 Budget as proposed by the Finance Committee. Dianna Soltesz seconded. Vote 5-0.**
  - Please note – the Board rescinded the 10% dues increase at a later date.

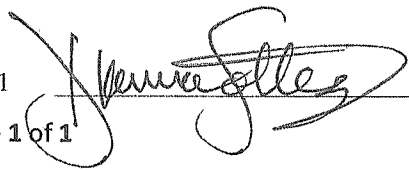
**VI. 2021 ANNUAL MEETING DATE:**

- A. The 2021 Annual Meeting was set for February 13<sup>th</sup>, 2021 at 9:00 A.M. via Zoom.

**VII. ADJOURN 3:00 P.M.**

Signed this 28 day of April, 2021

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 Dianna Soltesz, Secretary