

OAKS OF LAKE CITY HOMEOWNERS' ASSOCIATION, INC.

HOA of The Oaks of Lake City

211 SW Theodore Oconnor Cir., Lake City, FL 32024
Arena Viewing Room

Monday, February 17, 2025 at 7:30 p.m.

Emergency Meeting

BOD Members Present:

Lance Drawdy, William (Bill) Dalton, Rex Mitchell, Glenda (Kitt) Fortiner, and Theresa (Teri) Patterson

Proper Notice for the HOA BOD Emergency Meeting:

Lance Drawdy emailed the HOA emergency meeting information, including the date, time, and agenda, on February 11, 2025. For those who can not attend in person, the email included a Zoom link for the meeting. The location of HOA meetings is posted on the HOA website.

I. **Call to Order:** Lance Drawdy called the meeting to order at 7:31 p.m.

II. **Agenda Discussion:**

1. Officially add the newly elected Treasurer, Glenda Fortiner, as the primary signatory to the HOA bank accounts.
2. Establish and gain consensus on a secondary signer for the HOA bank accounts.
3. Identify any previous signatories which need to be removed from the HOA bank accounts.

Lance led the brief discussion to officially add the newly elected Treasurer, Glenda Fortiner, as the primary authorized signatory of the HOA bank accounts and establish the secondary authorized signatory. Vice President Rex Mitchell agreed to serve as the secondary signatory. The bank accounts will remain with only one signature required, meaning only one authorized signatory needs to sign their name on a check to make transactions.

It was discussed and agreed upon that Tom Barritt, the outgoing Treasurer, should remain on the HOA bank accounts for the time being during this transitional phase.

Kitt stated because she does not have access to the bank accounts yet, previous signatories who may need to be removed from the HOA bank accounts have not been identified yet. Therefore, this will be discussed at the next regular meeting of the HOA BOD.

III. **Motions:**

Lance Drawdy made the motion to officially add the newly elected Treasurer, Glenda Fortiner, as the primary signatory to the HOA bank accounts and Vice President, Rex Mitchell, as the secondary signatory. Bill Dalton seconded. The motion passed unanimously.

IV. **Adjournment:** The meeting was adjourned at 7:38 p.m.

Secretary: Theresa Patterson

Minutes approved as presented.