

Meeting Minutes

Emergency Executive Committee Meeting, By Telephone Conference Call
September 16, 2021, 8:30 AM

1. **Call to Order**- Jack Locke, Chairman by telephone at 8:30 AM.
2. **Present via roll call** were Jack Locke (Chairman); Roy Brooks (Vice Chairman); Logan Chappell (Treasurer), Tiffany Garling (Grants Coordinator); Ross Statham (Secretary). All Executive Committee Members were present and a quorum was established.
3. **Review, changes to and approval of Agenda:** No changes.
4. **New Business**
 - a. Proposal: That our tenant leases effective October 1, 2021 or thereafter change our existing 1.5% per month late fee in our current leases to a 10% per month late fee. Motion carried by unanimous vote.
 - b. Proposal: That the Executive Committee give the Treasurer, Secretary and Administrative Assistant the authority to review our existing lease language and make the above changes to our leases as well as any needed language changes that would include details on legal fees, court costs and evictions. Motion carried by unanimous vote.
5. **Adjourn:** There being no other business, the meeting was adjourned by the Chairman at 8:33 am.

These minutes were compiled by the Secretary on behalf of the Executive Committee of the Board of Directors, and when subsequently approved by the Board of Directors and signed by the Secretary, shall constitute a true record to be included with the official legal records.

(DRAFT)

Ross E. Statham, Secretary