

PORTILLO HILLS II HOMEOWNERS ASSOCIATION INC
BOARD OF DIRECTORS
February 14, 2025
Minutes

Call to Order – President Donna Collins called the meeting to order at 3:15pm.

Quorum – President Donna Collins noted there is a quorum with all Board members in attendance and fifteen members.

Election of Officers – President Donna Collins noted that the Board has to elect new officers. She moved to accept the following slate of officers. Seconded by Secretary Reid. Unanimous

President – Donna Collins
Vice President – Dean Bautz
Secretary – Jim Reid
Treasurer – Susan Baynard

Secretary Report – Jim Reid

1. Minutes from September 2024 Meeting – Secretary Reid reviewed the minutes from September. He asked if there were any questions. There being none, minutes approved.

Treasurer's report – Susan Baynard

1. The HOA General Insurance expired 2/11 – The Board voted by email to go with State Farm Insurance – the lowest of the 5 bids returned. State Farm quoted \$1,143.00.

Unfinished Business

New Business

Motion for banking authorization. (Removal of current signatures and Authorize President, Vice President and Treasurer as signatures at the bank – Including online access for Administrative Assistant) Motion was made by Secretary Reid; Seconded Vice President Bautz. Unanimous

Motion for Safe Deposit Box Access. (Removal of current officers and authorize President, Vice President, Treasurer, Secretary, At-Large Member and administrative assistant) to have access to the safe deposit box). Secretary Reid moved; Vice President Bautz seconded. Unanimous.

Announcements

Next Board Meeting is April 10, 2025. March 7 spring social.

Visitor Comments

Adjournment Vice President Bautz moved to adjourn at 3:40 pm. Seconded by Secretary Reid. Unanimous.

Respectfully submitted,

Jim Reid
Board Secretary