Washington Lane HOA Phases I-VI
Board Meeting Minutes
May 18, 2026

Minutes of the Board of Directors Meeting of the Washington Lane Homeowners Association, Broken Arrow, OK, the meeting was held at the home of Kim Dryden, 2509 S. 17th Street, Broken Arrow, OK 74012 at 6:00pm on May 18, 2026.

CALL TO ORDER: 6:10pm by Andrea Caldwell, President
Present: Andrea Caldwell-President, Kimberly Dryden – Treasurer/Secretary
Present via Phone Helen Smith-Vice President
Homeowners present at watchers: Sharon Trogdon, Sally Smith and Christain Bortis

The meeting was called to order, at 6:10pm May 18, 2026.

I. **NEW BUSINESS**:

A. **The Secretary presented the ballots to be counted.**
- 3 of Proxy/Ballots were disqualified as they were from homeowners with past dues HOA Dues and therefore not eligible to vote.
- 1 Proxy/Ballot was disqualified because the named Proxy was not a homeowner.
- 1 Proxy/Ballot was invalid due to the homeowner assigning himself as the Proxy holder and he was not in attendance at the meeting.
- 1 Proxy/Ballot was disqualified due to the Proxy holder not being in attendance at the meeting.
- Discussion was had about 2 proxies who voted for 6 Board Members, the decision was made by the group to count all 6 votes.

B. **Ballot counting commenced** with Kim Dryden reading the Ballot vote aloud with Sally Smith watching and Andrea Caldwell recording the votes with Christain Bortis and Sharon Trogdon watching.

C. **Andrea Caldwell totaled the counts**. The total counts were verified by Sharon Trogdon and Christain Bortis.

D. **Board member election results were as follows:**
# of Yes Votes per nominee:
40 - Kim Dryden, **not** elected
72 - Archie Devore, elected
81 - Eugenia (Gina) Harris, elected
75 - Bette Newfield, elected
42 - Amanda Thompson, elected
77 - Christopher Whybrew, elected

E. **Bylaw changes election results were as follows, out of 99 total votes:**

# of Yes Votes per Ballot item:

99 - **#1. Add Bylaw, 7.2.h.** to state that all Board Members must sign a **Code of Conduct/Conflict of Interest/ Confidentiality Statement**, add to the Bylaws, **Appendix A.**

99 - #2. Add Bylaw 7.2.i. to state that that all Board Members must follow the **Board Turnover Procedure** at such time they resign or are removed from the Board of Directors by complying with and completing the **Board Member Turnover Checklist** within 14 days of vacating their seat on the Board, add to the Bylaws, **Appendix B**.

99 - #3. Add Bylaw 7.2.j. to state the Board must maintain the records for the HOA as defined by the **Required Document Retention, Storage & Destruction policy**, **(including Financial documents)**, add to the Bylaws, **Appendix C**.

66 - #4. Addend the language in Bylaw 7.1.f. to remove reference to an "Association Manger" and remove any reference to delegating the Board's duties to an Association Manager.

44 - #5. Add Bylaw section 7.1.i. to state that a management company shall not be hired without first bringing it to the vote of the Association Membership for approval to do so. If the current Board members cannot carry out their duties as a self-managing HOA Board, they shall resign and allow for the election of replacement Board members.

69 - #6. Move the sentence re: "delegating the board's duties and powers" **from Bylaw 7.1.f.** to **new section 7.1.i.**

85 - #7. Addend the language in **Bylaw 13.1** to include any changes to the Bylaw's Appendices will be voted on by the membership in the same manner a change to the Bylaws is made.

32 - **#8.** Addend language in **Bylaw 3.5** to change the Quorum requirement from 20% to 15%. This will help the HOA meet the attendance requirement to hold official meetings and conduct HOA business.

91 - #9. Remove language in **Bylaw 8.10** pertaining to keeping and use of the corporate seal.

91 - #10. Remove **Bylaw Article XIV** referencing keeping of a corporate seal.

46 - #11. Addend language in **Bylaw 8.8** to remove the requirement for the President to "co-sign all checks" an antiquated requirement for 2 signatures on a check.

F. **Items # 1, 2, 3, 4, 6, 7, 9, 10 passed by a 2/3 vote of those present in person or by Proxy.** The template for the "Amendments to the Bylaws" will be provided to the new Board members for filing with Tulsa County.
G. **Items # 5, 8 and 11 did not pass with the required 66 votes, (2/3's of the total 99 votes), and these amendments will NOT be made to the Bylaws at this time.**
H. **The results will be posted to Facebook and emailed to Homeowners with email addresses on file.**

The Board meeting was adjourned.
Prepared by the Board of Washington Lane HOA Phases I-VI