

Rolling Ridge Homeowners' Association
2260 Ferdon Blvd., PMB No. 27, Crestview, FL 32536



Jun 30, 2011

MEMORANDUM FOR RECORD

SUBJECT: Meeting Minutes, Rolling Ridge Homeowners' Association, Board of Directors

1. Ms. Deb McCann and Mr. Ron McCann convened meeting with opening remarks on May 16, 2011 at or about 7:45 PM immediately after the Rolling Ridge Homeowners' Association (RR HOA) Annual meeting.

In Attendance:

Mr. Calvin Collins, Ms. Ginger Kraft, Mr. JB Whitten

Visitors:

Deb McCann, Panhandle Property Management

Ron McCann, Panhandle Property Management

2. The purpose of this meeting was to officially changeover ownership from the builder to owners, transition management from Panhandle Property Management to RR HOA Board of Directors, elected by homeowners in preceding meeting, and discussion of board job positions and responsibilities. The following residents were selected by popular vote to serve as the first board of directors: Mr. Calvin Collins, Ms. Ginger Kraft, and Mr. JB Whitten.

3. The meeting discussion included turnover information, i.e. instructions, issues, and concerns pertaining to association management functional operations. Furthermore, the discussion produced the following outcome in terms of board positions:

Board President – Mr. JB Whitten

Board Vice President – Ms. Ginger Kraft

Board Secretary/Treasurer – Mr. Calvin Collins

4. Meeting adjourned at 8:00 PM. The minutes were reviewed by RR HOA Board and approved as written by the board President.

A handwritten signature in black ink, appearing to read "Calvin C. Collins".

Calvin C. Collins
Secretary, Rolling Ridge HOA
Board of Directors

A handwritten signature in black ink, appearing to read "JB Whitten".

JB Whitten
President,
Rolling Ridge HOA Board