

Burgoyne Forest West Homeowners Association

Special Meeting of Members

February 19, 2026

7:10 - 7:48 PM

Pohick Regional Library Meeting Room #2

DRAFT MINUTES - Pending Approval by Membership
Members may submit factual corrections to the Secretary via email
(burgoyneforestwestboard@gmail.com) prior to approval

1. Call to Order

The Special Meeting of Members was called to order by Leigh Vazquez at 7:10 pm.

2. Roll Call and Quorum Verification

- a. Board Members Present:
 - i. Tom Kinback, Treasurer
- b. Board Members Absent:
 - i. Peter Gordon, President
- c. Board Positions Vacant:
 - i. Vice President
 - ii. Secretary
 - iii. Committees Head/Architectural Review
- d. Quorum Verified: Yes
 - i. 25 lots were represented in person and 3 by proxy, for a total of 28 lots represented. Quorum was established in accordance with Article X, Section 4 of the Bylaws.

3. Purpose of Meeting

- a. The purpose of the meeting was to review the current status of the Association and elect members to the Board of Directors.

4. Report of Current Status

- a. An overview of the Association's operational and financial condition was presented. The Treasurer provided a summary of 2025 income, expenses, and outstanding assessments. The report was received.

5. Election of Directors

- a. Nominations were opened from the floor. The following individuals were nominated:
 - i. Justin Brantley, Director
 - ii. John Chen, Secretary
 - iii. Cindy Reynolds, Director

- iv. Leigh Vazquez, President
- v. Branden Wickliff, Director
- vi. Tom Kinback, Treasurer

- b. A motion was made and seconded to elect the above individuals to serve as Directors of the Association.
- c. Vote: Unanimous
- d. The motion carried

6. **Officer Selection**

Pursuant to Article XII, Section 2 of the Bylaws, officers will be elected at the first meeting of the Board of Directors.

7. **Future Business**

The newly elected Board will review governance documents, contracts, financial procedures, and communication processes and will report to the membership at a future meeting.

8. **Adjournment**

There being no further business, the meeting was adjourned at 7:48 pm.