



# Homeowners Association Board of Directors Meeting Minutes

10-20-2026

## 1.0 Meeting Information

|              |                                                                                 |
|--------------|---------------------------------------------------------------------------------|
| Meeting Date | Tuesday October 20, 2026                                                        |
| Meeting Time | 11:00AM to 11:23AM                                                              |
| Location     | 311 Hampton Ridge Dr                                                            |
| Attendance   | President: Joe Knoernschild<br>Treasurer: Jason Fallon<br>Secretary: Jim Miller |
| Agenda       | Election Letter                                                                 |

## 2.0 Attachments

2026 Election Letter Draft.pdf

2026 - 4 Proposed Amendments.pdf

## 3.0 Meeting Minutes

### 3.1 Election Letter – A Motion to Vote passed & the Vote was 3-0 approving the following:

The board approved providing the members three amendments to vote on along with the board of directors election: Amendments 1-3 of the attached were approved for vote. The board agreed to stop the attorney's work on Amendment 4. The board also approved the draft Letter.

### 3.2 Amendment 4 – A Motion to Table passed:

The board agreed to table the Member Protection Amendment.

## 4.0 Next Meeting

Early next week

## 5.0 Board Approval of Meeting Minutes

The board approved these minutes as is represented by the Secretary's Signature below.

[Jim Miller \(Oct 22, 2026 12:15:26 CDT\)](#)

Jim Miller  
Secretary  
305 Hampton Ridge Dr

## **Proposed Amendment 1 – Article I Section 1:**

1. Majority Vote – **Greater than** Fifty percent (50%) of all the votes **(113)** of membership, **which shall be fifty-seven (57) or more votes**, shall constitute a Majority Vote.

## **Proposed Amendment 2: Article IV – Elections:**

SECTION 1: Notice to Recruit – ~~Twenty (20) days prior to any election,~~ **On or before October 1<sup>st</sup> of each year**, the Board shall send to all members a notice to recruit all those who are interested in running for the Board of Directors. All interested Members shall submit their name and address to the Board of Directors. The Board of Directors shall ensure that all ~~interested persons~~ **candidates** are Members as defined herein and that no more than one person from each Living Unit is listed. The form due date shall be **October 14<sup>th</sup>** ~~10 days later~~.

SECTION 2: Notice to Elect – The Board of Directors shall compile the list of ~~running~~ **Members candidates**. **On October 21<sup>st</sup>, or the weekday after October 21 if October 21 falls on a weekend**, ~~The~~ **the** Board of Directors shall send out a notice of election to all Members listing those ~~who are running for the board~~ **candidates who were verified to be on the deed and accepted the nomination** and provide each member three (3) votes to vote for 3 Members. ~~These~~ **Completed** ballots shall be returned to the board **on or before November 5<sup>th</sup>**. ~~within 15 days~~.

SECTION 5: Transfer of Power – **Transfer of Power shall occur on November 20<sup>th</sup> of each year**. The current Board of Directors shall schedule a meeting to transfer power to the newly elected Board of Directors on or before the date the new Members take control. The current Board shall transfer all paperwork, electronic files, financial records, Home Owner's Association Property, and other records to the new Board of Directors. The current Board of Directors shall also provide any information or offer discussion on how to run a not for profit Corporation in the State of Missouri.

## **Proposed Amendment 3 - Article VI – Assessments:**

SECTION 2: Annual Assessment – Until such time as one hundred (100) lots have been sold, the annual assessment shall be \$300 per Living Unit per year. After one hundred (100) lots have been sold, the annual assessment shall be ~~\$400~~ **\$450** per Living Unit per year. The annual Assessment may be adjusted by vote of the Members.

## **Proposed Amendment 4 – Add a new Article:**

### **ARTICLE IIA – Membership Voting Required**

#### **SECTION 1: Permanence, Precedence, and Future Additions:**

1. Perpetual Survival and Non-Removability – No provision, section, or part of this Article shall be modified, repealed, deleted, or removed through amendment, restatement, termination, or any other means whatsoever. This Article shall permanently survive any and all future amendments, restatements, revisions, or renewals of this Covenant (or governing document).
2. Supremacy and Precedence – The terms, restrictions, and procedures set forth in this Article shall take absolute precedence over any conflicts, inconsistencies, or contradictory provisions that currently exist, or that may hereafter arise or be created through any amendment to, or within, this document or any other association governing documents.
3. Right to Add Non-Contradictory Provisions. Notwithstanding the foregoing prohibitions against removal or modification, the members shall retain the right, via a formal covenant amendment vote, to add new items, rules, or provisions to this Article, provided that any such new addition strictly harmonizes with, and does not contradict, weaken, alter, or remove any item currently listed herein. Any attempted amendment or addition that violates the restrictions of this Article shall be null, void, and of no legal effect.

**SECTION 2: Annual Dues Permitted Adjustment & Prohibition of Escalators** – The annual dues may be modified solely through a single, one-time adjustment that increases the dues by a fixed, total amount of [X] dollars (the "Permitted Adjustment"). Any mechanism, schedule, or provision that provides for recurring, repeating, or progressive adjustments—including, without limitation, any structure where the annual dues increases by a set monetary value, fixed increment, or percentage rate on an annual or recurring basis—is strictly prohibited. Any increase in the annual dues shall be treated as an amendment to the Covenants and shall require a formal covenant amendment vote. **Voting Procedures and Threshold:**

1. **Notice and Distribution:** All 113 members shall be provided an official voting form that includes the passage threshold and amendment due date in accordance with the requirements stated in Article IIA Section 2, herein. Distribution shall be made via U.S. Postal Mail; voting form may additionally be sent via email to any member whose email address is currently on file with the Association.
2. **Passage Threshold:** Passage of the Annual Dues Covenant Amendment requires an affirmative vote of greater than 50% of the entire membership (113 total members), which shall be fifty-seven (57) or more votes.
3. **Timeframe:** All annual dues amendment votes shall have a mandatory due date of no more than thirty (30) days after the postmark date on the U.S. Postal Mail distribution.

Any dues modification or attempted increase not strictly conforming to both the single, one-time fixed adjustment authorized herein and the mandatory voting requirements set forth above shall be null and void.

**SECTION 3: Authorization of Special Assessments:** Special assessments may be levied by the association only upon compliance with the formal voting procedures and approval thresholds set forth herein. Any proposed special assessment shall be treated as an amendment to the Covenants and shall require a formal vote of the membership. **Voting Procedures, Distribution, and Threshold:**

1. **Notice and Distribution:** All 113 members shall be provided an official voting form that includes the passage threshold and amendment due date in accordance with the requirements stated in Article IIA Section 2, herein. Distribution shall be made via U.S. Postal Mail; voting form may additionally be sent via email to any member whose email address is currently on file with the Association.
2. **Passage Threshold:** Passage of the Annual Dues Covenant Amendment requires an affirmative vote of greater than 50% of the entire membership (113 total members), which shall be fifty-seven (57) or more votes.
3. **Timeframe:** All annual dues amendment votes shall have a mandatory due date of no more than thirty (30) days after the postmark date on the U.S. Postal Mail distribution.

Any special assessment levied or attempted to be levied that does not strictly conform to the requirements set forth above shall be null and void.

«Name\_Address»

## 2026 WEST HAMPTON WOODS HOA BOARD OF DIRECTORS NOTICE TO ELECT & AMENDMENT ELECTION

«Name»,

The West Hampton Woods HOA Board of Directors Election has started. All votes are due by 8:00 PM Central Time on Monday November 9, 2026. All physical votes will be added to the system and the final results posted on the website below. Transfer of Power to the newly elected board will occur on Friday November 20, 2026. For nomination results and more information on this year's voting process, please visit [www.whwhoa.org](http://www.whwhoa.org).

Additionally, this year's election contains 3 Covenant Amendments. Here is why we are proposing each amendment:

- Amendment 1: Resolve confusion on the definition of Majority which currently records a tie as a Majority.
- Amendment 2: Make it easier for future boards to run an election by providing dates for when the notice to recruit and notice to elect are mailed out and due as well as when transfer of power occurs. The dates are based on the November 2025 election transfer of power date of 11/20/2025.
- Amendment 3: The board is proposing a \$50 increase to the annual dues as the HOA has been consistently overspending by approximately \$2500/year and to build in a little room for rising costs.

### YOU MAY VOTE IN ONE OF TWO WAYS:

1. **ONLINE VOTING** (see instructions below)
2. **PHYSICAL BALLOT** (see next page)

### INSTRUCTIONS FOR ONLINE VOTING

Visit the voting website:

1. Use the QR Code to the right or
2. Visit: <https://whwhoa.simplyvoting.com/>



NAME: Here are your specific credentials:

**Elector ID:** «Elector\_ID»

**Password:** «Password»

Warmly,

Joe Knoernschild  
President  
311 Hampton Ridge Dr

Jason Fallon  
Treasurer  
326 Hampton Ridge Dr

Jim Miller  
Secretary  
305 Hampton Ridge Dr

**2026 WEST HAMPTON WOODS OCTOBER  
BALLOT**

ELECTOR ID: «Elector\_ID»

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# 2026 WEST HAMPTON WOODS OCTOBER BALLOT

ELECTOR ID: «Elector\_ID»

## INSTRUCTIONS FOR PHYSICAL BALLOT VOTING

1. Complete the next two pages of this ballot (front and back)
2. Leave Elector ID visible as this is used to log your vote in the system and ensure votes aren't counted twice.
3. Vote for **three (3)** of the candidates below by placing an X in the box next to their name
4. Amendments: Each amendment is presented in a red-lined format. Crossed out text represents deleted text, while blue bolded text represents new text being added. If you agree with the proposed amendment, place an X next to "APPROVE". If you disagree with the proposed amendment, place an X next to "REJECT". Each Amendment requires fifty-seven (57) approving votes to pass, which is 50% rounded to the nearest whole number. All votes are due by 8:00 PM Central Time on Monday November 9, 2026.
5. Place this entire page in the box on Sarah Seiz's front porch at 306 Hampton Ridge Dr.

## 2026 HOA BOARD OF DIRECTORS:

Three members running for 2026 HOA Board of Directors:

☐ Joe Knoernschild (311 Hampton Ridge Dr)

☐ Gloria Miller (209 Andrea Lynne Dr)

☐ Jim Miller (305 Hampton Ridge Dr)

## AMENDMENT 1:

Article I – Definitions. Section 1.12

Majority Vote – **Greater than** Fifty percent (50%) of all the votes **(113)** of membership, **which shall be fifty-seven (57) or more votes**, shall constitute a Majority Vote.

Do you approve Amendment 1?

☐ APPROVE

☐ REJECT

## AMENDMENT 2:

Article IV – Elections

SECTION 1: Notice to Recruit – ~~Twenty (20) days prior to any election,~~ **On or before October 1<sup>st</sup> of each year,** the Board shall send to all members a notice to recruit all those who are interested in running for the Board of Directors. All interested Members shall submit their name and address to the Board of Directors. The Board of Directors shall ensure that all ~~interested persons~~ **candidates** are Members as defined herein and that no more than one person from each Living Unit is listed. The form due date shall be **October 14<sup>th</sup>** ~~10 days later.~~

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# 2026 WEST HAMPTON WOODS OCTOBER BALLOT

ELECTOR ID: «Elector\_ID»

SECTION 5: Transfer of Power – **Transfer of Power shall occur on November 20<sup>th</sup> of each year.** The current Board of Directors shall schedule a meeting to transfer power to the newly elected Board of Directors on or before the date the new Members take control. The current Board shall transfer all paperwork, electronic files, financial records, Home Owner's Association Property, and other records to the new Board of Directors. The current Board of Directors shall also provide any information or offer discussion on how to run a not for profit Corporation in the State of Missouri.

Do you approve Amendment 2?

☐ APPROVE

☐ REJECT

## AMENDMENT 3:

Article VI – Assessments:

SECTION 2: Annual Assessment – Until such time as one hundred (100) lots have been sold, the annual assessment shall be \$300 per Living Unit per year. After one hundred (100) lots have been sold, the annual assessment shall be ~~\$400~~**\$450** per Living Unit per year. The annual Assessment may be adjusted by vote of the Members.

Do you approve Amendment 3?

☐ APPROVE

☐ REJECT

# 2026-10-20 - Board Meeting Minutes

Final Audit Report

2026-10-22

|                 |                                                |
|-----------------|------------------------------------------------|
| Created:        | 2026-10-22                                     |
| By:             | Joseph Knoernschild (orders@knoernschilds.com) |
| Status:         | Signed                                         |
| Transaction ID: | CBJCHBCAABAAE147OHunsLORb9QpKcVig9NFOLdp2oXR   |

## "2026-10-20 - Board Meeting Minutes" History

-  Document created by Joseph Knoernschild (orders@knoernschilds.com)  
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-  Document emailed to jm72miller@gmail.com for signature  
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-  Email viewed by jm72miller@gmail.com  
2026-10-22 - 5:14:56 PM GMT
-  Signer jm72miller@gmail.com entered name at signing as Jim Miller  
2026-10-22 - 5:15:24 PM GMT
-  Document e-signed by Jim Miller (jm72miller@gmail.com)  
Signature Date: 2026-10-22 - 5:15:26 PM GMT - Time Source: server - Signature Appearance Selected: MOBILE\_DRAW
-  Agreement completed.  
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