

INNSBROOK OWNERS' ASSOCIATION, INC.

Minutes of Meeting

Date of Original Meeting: October 1, 2025

Time: 11:30 A.M.

Location: Highwoods Plaza Conference Room, 4470 Cox Road, Suite 180, Glen Allen, VA 233060

Remote Access: Microsoft Teams, Meeting ID: 222 210 806 087 6, Passcode: TB3x5mY9

1. Welcome/Introductions

The meeting was called to order by the Chair at 11:30 A.M. Attendees were welcomed, and introductions were made.

2. Roll Call (Proof of Quorum)

A roll call was conducted, and a quorum was confirmed.

3. Proof of Notice of Meeting

Proof of timely notice of the meeting was presented and accepted without objection.

4. Appointment of Secretary of Meeting

Mike Poole was appointed as the Secretary for the meeting.

5. Discussion of Proposed Amendments

The proposed amendments were presented and discussed by the members.

6. Announcement of Results of Vote

Initial vote results were not finalized. Due to the nature of ongoing discussions, the members voted to recess the meeting.

7. Open Forum

Members participated in an open forum. Several questions and comments were raised and addressed.

8. Recess/Adjournment

The meeting was recessed with 75% of the votes in favor. It was agreed to reconvene on **October 9, 2025, at 11:00 A.M.**

Reconvened Session

Date: October 9, 2025

Time: 11:00 A.M.

Location: Microsoft Teams (virtual session)

Remote Access: Microsoft Teams, Meeting ID: 288 762 754 551 5, Passcode: 6bw7Q8Tw

- The meeting was reconvened as scheduled.
 - Final voting results were announced with **80% of the votes in favor** of the amendments to the Amended and Restated Innsbrook Protective Covenants and the Association Articles of Incorporation and Bylaws (collectively, the "Association Documents") proposed by the Board of Directors, as more specifically detailed in the draft amendments made available to the Association membership for consideration.
 - With no further business, the meeting was **adjourned**.
-

Submitted by:

Mike Poole

Secretary of the Meeting

Innsbrook Owners' Association, Inc.

Date: October 9, 2025