



Palisair Home Owners Association

c/o The HOA Election Guys, Inc
27472 Portola Pkwy #205-412
Foothill Ranch, CA 92610

DO NOT DISCARD THIS PAGE

The perforated stub at the bottom will need to be signed and returned with your ballot.

In addition to this notice, this package contains the following:

1. One Official Ballot
2. One double-window envelope
3. One smaller Secret Ballot envelope
4. One double-sided page of the 2025 Annual Meeting Minutes

PMP - Alison Russell
445 S. Figueroa St., Suite 2310
Los Angeles, CA 90071

January 7, 2026

A Meeting of the Members will be held as follows:

Date: February 10, 2026 (All mailed ballots must be received by us by February 9, 2026)
 Time: 6:30 PM
 Location: via zoom.com (Zoom info will be posted at: www.TheHOAElectionGuys.com/palisair)

If you do not have the ability to access zoom, the following physical location will be available with a device to access the zoom meeting: **PMP – 445 S. Figueroa St, Suite 2310, Los Angeles 90071**

This Meeting of the Members is being held to vote on the election of THREE (3) directors. Although no nominations were received, your Election Rules allow nominations to be made from the floor of the meeting. Those who wish to be write-in candidates must be nominated from the floor at the beginning of the meeting. Two additional votes will also take place:

- (a) a vote on IRS Revenue Ruling 70-604 to address potential excess funds and reduce tax liabilities
- (b) a vote to approve the 2025 Annual Meeting Minutes

For the election to be held, a quorum of the membership must return a ballot, or attend the meeting.

The Palisair Home Owners Association bylaws define a quorum as “one-third (1/3)” of the voting power of the association, or 47 members. This quorum requirement is lowered to 20% (29 members) at a reconvened meeting. If quorum is not reached at any meeting, the members in attendance at the meeting may vote to either (a) reconvene the meeting to a later date, or (b) close the meeting without reconvening, meaning no election will take place (this is done via a voice vote of the homeowners present at the meeting). If a meeting is reconvened the deadline for receiving ballots will be extended as well. Please return your ballot so that we can meet quorum!

If you have any questions, please do not hesitate to contact your association’s Inspector of Elections. The HOA Election Guys, Inc can be reached at (888) 380-3332 or by email at info@thehoaelectionguys.com

Detach along perforated line and place this stub in the provided window envelope.
Please make sure that the addresses are showing through the windows.

OWNER SIGN ABOVE (only one owner’s signature is required) **Signature must show through window or ballot will not be counted!**

PMP - Alison Russell
445 S. Figueroa St., Suite 2310
Los Angeles, CA 90071

Instructions:

- 1) Cast your vote(s) on the enclosed ballot.
- 2) Insert ballot into the smaller Secret Ballot envelope.
- 3) Insert the sealed Secret Ballot envelope into the window envelope.
- 4) Sign this stub in the left corner (**your ballot will not be counted if you do not sign this stub**)
- 5) Detach and insert this stub into the window envelope, making sure your signature and the addresses are showing through the windows.
- 6) Mail your ballot
(if not provided, make sure you apply postage!)

Palisair Home Owners Association
c/o The HOA Election Guys - PalisairFILE
27472 Portola Pkwy #205-412
Foothill Ranch, CA 92610

PALISAIR HOME OWNERS ASSOCIATION
Board of Directors
Annual Meeting Minutes
February 10, 2025

The annual meeting of the Palisair Home Owners Association's Board of Directors was held on February 10, 2025, via virtual meeting. A quorum was established, and the meeting was called to order at 6:33 PM PST.

Board Members Present: Richard Gottlieb: Chair
Brian Bradford: Secretary
Morgan Gethers
Ethan Goldspier: Member-at-Large
Dan Grossman
Dawn Hill: Member-at-Large
Haick Issaian: Treasurer

Committee Members Absent: Brent Armitage
Ian Hardcastle

Others Present: Alison Russell, Community Manager, PMP

Homeowners Present: 25 homeowners in attendance

- 1) Disclosure of Matters Discussed in Executive Session – During the executive session meeting held on February 10, 2025, the Board discussed the Plans Committee, financial matters, and the proposed agenda for the annual meeting.
- 2) Plans for 2025 – The Board discussed its desire for the HOA to re-occupy the Palisair community as quickly as possible.
- 3) Election Update – The Board announced the election by acclamation of Ethan Goldspier to a seat with a three-year term. Dawn Hill moved to appoint Morgan Gethers and Brent Armitage to the open seats with three-year terms. Brian Bradford seconded. Motion carried. (M/S/C: 7-0)
Richard Gottlieb – Aye Dawn Hill – Aye Brian Bradford – Aye
Ethan Goldspier – Aye Dan Grossman – Aye Morgan Gethers – Aye
Haick Issaian - Aye



PALISAIR HOME OWNERS ASSOCIATION
Board of Directors
Annual Meeting Minutes
February 10, 2025

- 4) Organizational Seating of Board Members – Morgan Gethers nominated Richard Gottlieb to the role of President. Dawn Hill nominated Haick Issaian to the role of Treasurer and Brian Bradford to the role of Secretary. Motion carried. (M/S/C: 7-0)

Richard Gottlieb – Aye
Ethan Goldspier – Aye
Haick Issaian - Aye

Dawn Hill – Aye
Dan Grossman – Aye

Brian Bradford – Aye
Morgan Gethers – Aye

Richard Gottlieb nominated Dawn Hill and Ethan Goldspier to the role of Member-at-Large. Motion carried. (M/S/C: 7-0)

Richard Gottlieb – Aye
Ethan Goldspier – Aye
Haick Issaian - Aye

Dawn Hill – Aye
Dan Grossman – Aye

Brian Bradford – Aye
Morgan Gethers – Aye

- 5) Committee Appointments – Richard Gottlieb renewed the appointments of all current committees and committee members.
- 6) Treasurer’s Report – Haick Issaian provided a financial update for FY2024. He reported that during FY2024, PHOA increased its reserves and concluded the year in a strong financial position.
- 7) Open Forum - Homeowners were afforded the opportunity to address homeowners’ association-related matters.
- 9) Adjournment—With no further business to discuss, Morgan Gethers moved to adjourn the meeting at 7:02 PM PST, Brian Bradford seconded, and the Board unanimously approved the motion. **A meeting of the Wildfire Standing Committee and the Board of Directors was scheduled for February 17, 2025.**

Submitted by: Alison Russell

Reviewed and Approved by: Richard Gottlieb

Chair

Date

