



# Foxwood Hills Bylaws Committee

## Meeting Minutes

### October 1, 2025

A meeting of the Foxwood Hills Bylaws Committee was held on Wednesday, October 1, 2025, at 5:00 p.m. via Teams.

#### ATTENDEES

Members in attendance included Greg Sheperd, Chair; Matthew Martinez; Jan Coin; Maria Stamey, Secretary; Sonya Hale, Foxwood Hills Board President.

#### MEMBERS NOT IN ATTENDANCE

Members not in attendance included Vicki Wing Keane, Patrick Coates, Charles Holman, Vice Chair, and Michael Ablan, Board Liaison.

#### CALL TO ORDER

The meeting was called to order at 5:06 by Chair Greg Sheperd, who immediately announced to those present that he had received notice of Vicki Wing Keane's resignation.

#### AGENDA ITEMS

##### 1. APPROVAL OF MINUTES

Both the Minutes of the September 19th meeting and the agenda for tonight's meeting were sent to all members earlier today for review.

Jan Coin made a motion to accept the minutes as submitted, and Maria Stamey seconded the motion. The motion passed by a vote of (3) three yeas, (0) zero nays, and (1) one abstention.

##### 1. OLD BUSINESS

###### a) Alternative Dispute Resolution (ADR)

Charles Holman had previously sent a document via email to all Committee members, the Board Liaison, and the Board President. The document was created by Mr. Holman, with the aid of Artificial Intelligence legal software, to help clarify any vague language in the board's recommended language regarding ADR. The AI version had included language under "Notice" that the claimant had only 30 days, from the date of the dispute arising, to send notice. The board's recommendation did not give a timeframe. There was discussion but no motions were made. The consensus was that the board's recommendation seemed more practical given the 30 days seemed like a very short window for a claim to be made.

The AI version mandated that all parties meet to negotiate within a 30-day period. The board's recommended language allowed both parties to determine when it would be best to meet without a restriction on time. There was discussion but no motions were made. The consensus was that the board's language seemed more practical since it allowed both parties to determine when it would be best for each party to meet.

\*At that point in the meeting, Committee member Matthew Martinez announced that he needed to excuse himself from the rest of the meeting.

The meeting was adjourned immediately due to the loss of quorum.  
The time of adjournment was 5:40 PM.

Submitted by Maria Stamey, Secretary

October 3, 2025