

1. CALL TO ORDER

- a) *President Jeff Wyatt called to order the 3rd Quarter membership meeting of the Swan Lakes Estates Homeowners Association at 6 pm on July 24, 2025, in the Coast Electric Power Community Room, 14082 US 49, Gulfport, MS 39503.*
- b) *Opening remarks – President thanked all involved in the success of Summer Bash on July 5. He restated the necessity of the special meeting for the 2026 budget proposal to keep regular HOA business moving and provide members with an additional meeting to focus on the proposed budget. He stated the need for more volunteers, specifically for researching items to benefit SLE, such as seeking a full-time HOA management company.*

2. ROLL CALL

- a) *BOD Members Present: Jeff Wyatt – President, Debbie Biggs, Michelle Ladner, Allen Jenkins, Bart Loftis*
- b) *Membership attendance taken via sign-in sheets.*

3. READING AND APPROVAL OF MINUTES

- a) *1st Quarter Members Meeting Minutes amended to change approval date to July 24, 2025. Buck Lawrence motioned to accept as amended, 2nd Michelle Ladner. Minutes approved unanimously.*
- b) *Michelle Ladner motioned to accept 2nd Quarter Members Meeting Minutes without amendment, 2nd Barb Cecil. Minutes approved unanimously.*

4. UNFINISHED BUSINESS

- a) *Board response to May 2024 Oversight Committee Report – board members continue to review the report and debate which observations and/or recommendations to implement.*
- b) *Motion to amend bylaws removing reference to a corporate seal (see next page). 2nd Donna Richards. Discussion ensued. Vote held; motion passed.*
- c) *Pool Renovation Project – Board of Directors working to finalize scope of work to present to vendors bidding on project. As of July 3, project funding level is \$98,000. Anticipate starting the project 1st Quarter 2026.*
- d) *Feasibility Study, Fulltime Professional Neighborhood Management Company – Barb Cecil and Don Newton volunteered to serve on the ad hoc committee to examine converting the operational management of the association from volunteers to a professional management firm.*
- e) *Additional stop signs along Swan Lake Boulevard and N. White Swan Drive – Request made to Harrison County Road Department to create three four-way stops in subdivision. The Board of Directors is waiting on a response from the road department representative to determine the next action.*
- f) *Playground Renovation – The Board of Directors selected the playground as the next amenity renovation project and working to create a scope of work for the project.*
- g) *2026 Budget Proposal – The 2026 Budget Proposal will be presented at a special meeting on August 28, 2025. As motioned and approved at the 2nd*

Quarter meeting, the budget proposal is to include short, intermediate, and long-term plans and budget requirements for all amenities.

5. NEW BUSINESS

- a) Motion from Buck Lawrence to select a professional neighborhood management company to take over operational management of the Association immediately. 2nd Murray Ladner. Discussion ensued. Mr. Lawrence agreed to amend the motion to “select a professional neighborhood management company to take over operational management of the Association no later than January 1, 2026 (contents on following pages). 2nd Donna Richards. Discussion ensued. Vote held; motion passed.*
- b) Point of Inquiry from Buck Lawrence: How many homeowners have not paid the 2025 annual assessment? 13 accounts are overdue.*
- c) Point of Inquiry from Daniel Tran: Why is the Architectural Committee taking so long to approve requests? ACC has 30 business days to decide on a request once all required documents are received from the requestor.*
- d) Point of Inquiry from Donna Richards: Were liens filed on accounts not paying the 2025 annual assessment? Yes.*
- e) Point of Inquiry from Donna Richards: What action can the HOA take against members with constantly barking dogs and/or cruelty to animals)? Continue to contact Harrison County Animal Control for each instance observed. The HOA can inform the member of the violation and any potential adverse action.*
- f) Point of Inquiry from Murray Ladner: Does the HOA have a covenant enforcement policy with a fine schedule? Dukes, Dukes, Keating & Faneca drafted a system of fines for covenant violations in September 2007. The secretary is reviewing the minutes of past board and quarterly meetings for evidence the draft policy was approved.*
- g) Point of Inquiry from Allen Jenkins: Why is the Architectural Committee limited to 30 business days to decide on requests? This limit is stipulated in the covenants.*

6. ANNOUNCEMENTS

- a) Board of Directors Budget Workshop 6pm, August 5, 2025, Coast Electric Community Room, 14082 US 49, Gulfport, MS 39503*
- b) Monthly Board meeting 6pm, August 26, 2025, Coast Electric Community Room, 14082 US 49, Gulfport, MS 39503*
- c) Special Member Meeting (2026 Budget) 6pm, August 28, 2025, Coast Electric Community Room, 14082 US 49, Gulfport, MS 39503*

7. ADJOURNMENT

- a) Allen Jenkins motioned to adjourn. 2nd Michelle Petersen. Unanimous vote to adjourn. Meeting adjourned at 7:25.*

Minutes submitted by Debbie Biggs

Approved by HOA membership present at 4th Quarter meeting on November 6, 2025.

A motion presented by the Board of Directors,

Amend Section 9.0(c) Duties of Secretary to read “The Secretary shall (i) record the votes and keep the minutes of all meetings and proceedings of the Board and of the Members; ~~(ii) keep the corporate seal of the Association and affix it on all papers requiring said seal~~, (iii) serve notice of meetings of the Board and of the Members; (iv) keep appropriate current records showing the Members of the Association together with their addresses; and (v) perform such other duties as required by the Board.

Remove ~~ARTICLE XI CORPORATE SEAL The Association shall have a seal in circular form having within its circumference the name of the Association.~~

A motion presented by Mr. Buck Lawrence,

Whereas a motion to create an ad hoc committee to examine the feasibility of converting the operational management of the Association from volunteers to professional management was duly made, seconded and approved by the Association on April 17, 2025,

And whereas, as of July 24, 2025, insufficient volunteers have expressed interest in serving on the committee,

And whereas, it is believed that the cost of transitioning to professional management would cost the Association approximately \$25,000 per year,

I move to authorize the President to enter negotiations with vendors to select a professional neighborhood management company to take over the operational management of the Association no later than January 1, 2026. Furthermore, the treasurer will increase the appropriate line-item expense in the 2026 budget from \$15,000 to \$25,000.