

1. CALL TO ORDER

- a) President Jeff Wyatt called to order the Board of Directors meeting of the Swan Lakes Estates Homeowners Association at 6:03 pm on January 20, 2026, at the Crosspoint Church – Multipurpose Room 15046 N Swan Road, Gulfport, MS 39503.

2. ROLL CALL

- a) BOD Members Present: Jeff Wyatt – President, Philip Ward, Allen Jenkins, Debbie Biggs, Scott Smith
- b) Absent: Violet Brantley – Treasurer
- c) Guests:

3. READING AND APPROVAL OF MINUTES

- a) Board members reviewed the October 2025 meeting minutes. (Unable to hold board meeting in November or December – lack of quorum) Debbie Biggs motioned to accept minutes. 2nd Scott Smith. Minutes unanimously accepted without amendment.

4. UNFINISHED BUSINESS

- a) Pool Renovation Project. Three bids unsealed on January 20, 2026. Committee will review bids and make recommendations to the Board of Directors. Expect to call a special board meeting once review is complete and recommendation prepared.
- b) Stop Signs in Neighborhood. Harrison County Road Department completed traffic survey. Next step is to collect accident and incident data from Harrison County Sheriff's Department. Debbie Biggs to continue follow-up on timeline.
- c) Board response to Oversight Committee Report. (Tabled)
- d) Playground Renovation Project. (Tabled)
- e) Sports Court Renovation. (Tabled)
- f) Update Request for Proposal for all service contracts.
 - i. Insurance: Violet Brantley assigned as POC
 - ii. Landscaping: RFP approved by Board of Directors
 - iii. Pool / Fountain Cleaning: Allen Jenkins assigned as POC
 - iv. Pest Control: Violet Brantley assigned as POC
 - v. Clubhouse Cleaning: RFP approved by Board of Directors

5. INTERIM BUSINESS

- a) Jeff Wyatt motioned to amend Homeland Neighborhood Management contract to provide full service starting Jan 1, 2026 – Motion Approved via email
- b) Jeff Wyatt authorized repair to fix leak behind toilet in Women's Restroom – Homeland Neighborhood Mgmt Community Association Manager (CAM) coordinating repair
- c) Jeff Wyatt authorized repair to timers controlling sports court lighting – Repairs completed by vendor.

- d) Jeff Wyatt motioned to reallocate up to \$5,000 to repair the sports court fencing – Motion approved via email. (CAM) collecting bids for recommendation to Board of Directors.
- e) Jeff Wyatt motioned to approve the Landscape Service Request for Proposal (attached) – Motion approved via email. (CAM) collecting bids for recommendation to Board of Directors.
- f) Jeff Wyatt motioned to adopt the Enforcement and Fine Schedule (attached) – Motion approved via email

6. REPORTS

- a) Treasurer's Report and Recommendations
 - i. Violet Brantley provided report (in absentia) on status on HOA finances through December 2025.
 - ii. Recommended cancelling pool cleaning service due to pending pool renovation project. Allen Jenkins motioned to cancel service based on a firm construction start date to keep pool open to residents as long as possible. 2nd Debbie Biggs. No discussion. Motion passed.
- b) President's Report (attached) and Recommendations
 - i. Recommended delaying Board of Directors Officer elections until some of the five open representative positions are filled. 2nd Allen Jenkins. No discussion. Motion passed.

7. NEW BUSINESS

- a) Allen Jenkins motioned to have a Homeland Neighborhood Mgmt representative provide a presentation to members on expectations and responsibilities at the 1st Quarter Members Meeting. 2nd Jeff Wyatt. No discussion. Motion approved.
- b) Allen Jenkins motioned to approve Cleaning Service Request for Proposal (attached). 2nd Debbie Biggs. No discussion. Motion approved.
- c) Jeff Wyatt motioned to approve 2026 Calendar of Events (attached). 2nd Allen Jenkins. No discussion. Motion approved.
- d) Allen Jenkins motioned to improve the transparency of the vote certifications by developing a written certification process that includes an independent observer. The motion was tabled to allow Debbie Biggs, Nominations Committee Chair, an opportunity to draft a process for review.

8. ANNOUNCEMENTS

- a) Next board meeting is February 10, 2026, 6pm, Coast Electric Community Room, 14082 US 49, Gulfport, MS 39503.

9. ADJOURNMENT

- a) Allen Jenkins motioned to adjourn. 2nd Philip Ward. Motion approved unanimously. Meeting adjourned at 7:31 pm.

Minutes submitted by Debbie Biggs, Acting Secretary