Swan Lake Estates HOA Board of Directors Meeting **September 2024**

1. CALL TO ORDER
    a) *President Jeff Wyatt called to order the September Board of Directors meeting of the Swan Lakes Estates Homeowners Association at 6 pm on September 12, 2024, at the Wyatt residence, 14227 N White Swan Drive, Gulfport, MS 39503. (Original location unavailable. Coast Electric Community Room also serves as a storm response emergency operations center.)*

2. ROLL CALL
    a) *BOD Members Present: Jeff Wyatt – President, Bart Loftis – Vice President, Frank Scott-Treasurer, Juliane Wyatt-Secretary, Michelle Ladner, Karol Musslewhite, Don Newton, Donna Richards*
    b) *Homeowners: Buck Lawrence*

3. UNFINISHED BUSINESS
    a) *2026 Budget meeting schedule – President and Treasurer to set dates and times for 2026 budget meetings starting in January 2025.*
    b) *Fine Schedule – Jeff Wyatt motioned to indefinitely table implementation of fine schedule. 2nd Donna Richards. Period of discussion, questions and answers, a vote was called. The motion passed.*
    c) *Fishing pier paint project – Jeff Wyatt motioned to accept bid to paint pier. 2nd Michelle Ladner. Period of discussion, questions and answers, a vote was called. The motion passed.*
    d) *Response to Oversight committee – Board sent response to committee chair. Jeff Wyatt motioned to have board members, and the Oversight Committee hold workshop for further discussion to implement recommendations. 2nd Don Newton. Period of discussion, questions and answers, a vote was called. The motion passed.*
    e) *Committee Chair Inputs for 2025 Budget Proposal – Bart Loftis motioned to add $2,500 to 2025 budget proposal for maintenance on sports court. 2nd Karol Musslewhite. Period of discussion, questions and answers, a vote was called. The motion passed.*

4. READING AND APPROVAL OF MINUTES
    a) *Board members reviewed August 2024 meeting minutes. Bart Loftis motioned to accept minutes without amendment. A vote was called, the motion passed unanimously.*

5. REPORTS OF OFFICERS
    a) *Treasurer*
        i. *Frank Scott provided update on HOA finances through August 2024.*
        ii. *EXECUTIVE SESSION – Frank Scott motioned to adjourn regular meeting and enter executive session to discuss delinquency status of individual homeowner accounts. 2nd Donna Richards. No debate. Motion passed unanimously. (Executive Session 5 minutes. Resumed regular meeting)*

iii. No recommendations from the Treasurer's report.

b) President

i. Jeff Wyatt reviewed status of board elections, neighborhood amenities, HOA policy letters, 2025 budget proposal, and pool renovation project funding.

ii. Recommendations:

a. Add election for Phase 1 Unit 1 representative to agenda for 3rd quarter members meeting. 2nd Donna Richards. Period of discussion, questions and answers, a vote was called. The motion passed.

b. Add election for Phase 1 Unit 2 representative to agenda for 3rd quarter members meeting. 2nd Donna Richards. Period of discussion, questions and answers, a vote was called. The motion passed.

c. Add election for Village representative to agenda for 3rd quarter members meeting. 2nd Donna Richards. Period of discussion, questions and answers, a vote was called. The motion passed.

d. Select new Architectural Control Committee Chair. 2nd Don Newton. Period of discussion, questions and answers, a vote was called. The motion passed.

e. Set a schedule to elect one-third of board representatives every year. 2nd Don Newton. Period of discussion, questions and answers, a vote was called. The motion passed.

f. Accept bid for fountain repairs. Move funds from other programs or reserve to pay for project. 2nd Michelle Ladner. Period of discussion, questions and answers, a vote was called. The motion passed.

g. Accept bid to paint fishing pier. Move funds from other programs or reserve to pay for project. 2nd Michelle Ladner. Period of discussion, questions and answers, a vote was called. The motion passed.

h. Accept bid for clubhouse termite baiting treatment. Move funds from other programs or reserve to pay for termite baiting treatment in 2024. Add cost of annual treatment renewal to 2025 budget proposal. 2nd Frank Scott. Period of discussion, questions and answers, a vote was called. The motion passed.

i. Contact vendors to inspect playground equipment and assess repair needs. Donna Richards agreed to lead effort. 2nd Donna Richards. Period of discussion, questions and answers, a vote was called. The motion passed.

j. Identify nature trail repairs (signage, landscape borders for trail, etc.) Scott Smith agreed to lead effort. 2nd Scott Smith. Period of discussion, questions and answers, a vote was called. The motion passed.

6. NEW BUSINESS

a) *2025 Budget Proposal and Pool Renovation – Jeff Wyatt briefed board on the 2025 budget proposal and pool renovation project. Michelle Ladner motioned to add both presentations as part of agenda for 3rd quarter members meeting.2nd Frank Scott. Period of discussion, questions and answers, a vote was called. The motion passed.*
b) *Temporary Variance to CC&R Restrictions – Don Newton motioned to approve CC&R temporary variance request from homeowner to construct gate/barrier at entrance of property on the NW end of W. Old River Trail. 2nd Scott Smith. Period of discussion, questions and answers, a vote was called. The motion passed.*

7. ANNOUNCEMENTS
    a) *Next board meeting is October 8, 2024, 6pm, Coast Electric Community Room, 14082 US 49, Gulfport, MS 39503*

8. ADJOURNMENT
    a) *Don Newton motioned to adjourn. 2nd Michelle Ladner. Motion approved unanimously. Meeting adjourned at 8:30.*

CERTIFICATE OF SECRETARY

I certify the accuracy of the September 2024 Board of Directors meeting minutes.

Juliane E. Wyatt
Digitally signed by Juliane E. Wyatt
Date: 2024.11.15 11:09:35 -06'00'

Juliane Wyatt, Secretary