

1. CALL TO ORDER

- a) *President Jeff Wyatt called to order the November Board of Directors meeting of the Swan Lakes Estates Homeowners Association at 6:02 pm on December 11, 2024, at the Coast Electric Community Room, 14082 US 49, Gulfport, MS 39503.*

2. ROLL CALL

- a) *BOD Members Present: Jeff Wyatt – President, Bart Loftis – Vice President, Frank Scott-Treasurer, Juliane Wyatt-Secretary, Michelle Ladner, Scott Smith*

3. UNFINISHED BUSINESS

4. READING AND APPROVAL OF MINUTES

- a) *Board members reviewed November 2024 meeting minutes. Michelle Ladner motioned to accept minutes. 2nd Scott Smith. Minutes unanimously accepted without amendment.*

5. REPORTS OF OFFICERS

- a) *Treasurer*
 - i. *Frank Scott provided status on HOA finances through November 2024.*
 - ii. *Higher expenditures last month due to repairs, \$694.61 of revenue received. 1 outstanding assessment and 1 late fee still exists. Budget is over year-to-date projection but estimate \$7,000 of carryover to 2025*
 - iii. *No recommendations:*
- b) *President*
 - i. *Jeff Wyatt reviewed the status of board elections, neighborhood amenities, 2025 calendar of events, committee assignments.*
 - ii. *Recommendations:*
 - a. *Add an underground electrical circuit at the entrance boulevard to facilitate holiday decorations. Estimated cost \$400 for material and labor. 2nd Scott Smith. No debate. Motion passed.*
 - b. *Purchase replacement DVR for neighborhood entrance/exit monitoring system. 2nd Frank Scott. No debate. Motion passed.*

6. NEW BUSINESS

- a) *2025 Calendar of Events – Set dates for Quarterly membership meetings; Set months for budget planning meetings throughout 2025; September special meeting to discuss proposed 2026 budget.*
- b) *Dave Myers approved to serve on the Architectural Control Committee.*
- c) *Reviewed existing board committee assignments and volunteers currently serving.*
- d) *Reviewed draft Playground and Pool Committee Charters.*
- e) *Forecasted review of policy letters – Architectural Review, Collections, Conflict of Interest, Document Retention, Liability Release. Policy letters to be approved at January 2025 board meeting.*

7. ANNOUNCEMENTS

- a) *Next board meeting is January 14, 2025, 6pm, Coast Electric Community Room, 14082 US 49, Gulfport, MS 39503*

8. ADJOURNMENT

- a) *Bart Loftis motioned to adjourn. 2nd Frank Scott. Motion approved unanimously. Meeting adjourned at 7:10 pm.*

CERTIFICATE OF SECRETARY

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

Juliane Wyatt, Secretary