

Swan Lake BOD Meeting Agenda

Tuesday, May 9, 2023

Members presents: Donna Richards, Frank Scott, Juliane Wyatt, Don Newton, Michelle Ladner

Jeff Wyatt- SPC

Absent: Bart Loftis, Karol Musslewhite, Scott Smith, Philip Ward

1. Call to order and opening remarks/housekeeping-Donna Richards opened the meeting at 6:05.
 - Housekeeping: BOD replying to emails requirement; new business email account – Donna asked Board members when replying to emails, REPLY TO ALL, unless for personal reasons.
 - Jeff Wyatt- new business email account: \$72/year per user. New address: slebod@swanlakehoa.org. It is now active but he is working out the transition with the Swan Lake website. The existing email: slehoa39503@gmail.com will be active for several months during the transition.
 - Don Newton asked that Donna put in 2nd Quarterly newsletter that the neighborhood Facebook page is not BOD managed. For all official business, the website is the BOD social media platform open to anyone.
 - Jeff suggested not posting detailed budget information. All agreed that basic budget information can be posted on website.
 - Member #1 update – seems to be fine.
 - Member #2 update -meeting of the creditors today. DDK – Hugh Keating has not received results of meeting. There is a buyer interested in Member #2 house.
 - Quarterly Newsletter – inputs due by 28, May. June 1 Newsletter needs to be sent.
2. Approve April meeting Minutes Frank made a motion to approve, Don 2nd. All approved minutes.
3. For the record: Kids Fishing Rodeo budget approved (up to \$200) via email April 14, 2023, voting yes: Donna, Don, Frank, Karol, Michelle, Juliane, and Scott.
4. Committee Reports:-
 - a) SPC- Jeff Wyatt they have a list of architectural firms to ask if they are interested in redeveloping the common area of Pool, Clubhouse, Ball Court areas. SPC will present each firm with a list of needs and wants. Money will be spent in gaining proposal. SPC will then work on finding money for the cost. Donna asked if pool will be number 1 of the projects, which Jeff agreed to. Explained that this is a Community Center project that will be completed in phases over several years.

Jeff emphasized BOD to focus on matrix in planning document to update for SPC to track progress of process.

SPC meets tomorrow.

Jeff inquired about BOD's process to update Bylaws or locate official signed copied.

Discussions commenced regarding finding official document or if we cannot, all agreed to contact attorney for writing/obtaining an official document in which BOD must follow.

Donna stated a separate BOD meeting must be held to address SPC plan.

- b) Budget/Taxes; Frank-he presented copies of revised financial statements for Jan, Feb, Mar 2023. He explained the new format Operating Balance sheet that identifies Capital Reserve Fund.

Next he presented the detailed April Financials. He reviewed late assessments and Donna updated each case. One Homeowner will have a lien placed on home if not paid in full by June 1 per agreement with Homeowner and Donna. The additional fee of \$250 for lien filing will be added to Homeowner's account. All agreed. Donna will continue with keeping up with delinquent assessments.

Frank will add in his newsletter article that people can pay Assessments in advance to their Homeland account.

- c) Pool No updates.
- d) Social Committee-May 21 next Food Truck, 5-7pm; June 10 pool patio reserved by Homeowner.

Michelle asked for a budget for July 1 Summer Bash. We can ask for donations. We will provide hamburgers, hot dogs, buns, water, soft drinks, chips. People will be encouraged to bring a side dish.

CPR class will be rescheduled in a couple of weeks.

- e) Beautification Mulch needs to be purchased to complete the entrance landscaping. Don is going to spray weeds at Overlook entrance.

Don motioned Frank contact Cnaro Landscaping, Jay Marcel, to give us an estimate to upgrade the Overlook Entrance; Donna 2nd the motion and all agreed.

- f) ACC-Don- reported that Homeowner asked about having trees cut down. He referred her to Harrison County for regulations.
- g) Lake- Frank update from South Eastern Pond -tomorrow is the next time to fertilizer. May 31- next lake evaluation. Frank will ask South-Eastern Pond to include Dennis Nowell in the communication.

Donna is working on getting turtle traps built.

h) Pier -Scott Smith told Julianne he will complete renovation of pier this month. Michelle reported that the fish food dispenser was vandalized. Murry will repair it.

5. Any other business – More advertising with signs needs to be done for HOA events. Don will ask his wife, Sue, if she will continually create vinyl letters for signs. BOD will pay for supplies.
6. Next BOD meeting 13, June – **CHANGED:** Donna asked to move the next meeting to Wednesday, June 14. All agreed.
7. Next Quarterly meeting 15, June
8. Adjourn Julianne motioned to adjourn, Michelle 2nd and all agreed.