

# Swan Lake Estates Board Meeting Agenda

August 13, 2024

Members Present: Donna Richards-President, Bart Loftis-V. President, Frank Scott-Treasurer, Don Newton, Michelle Ladner, Jeff Wyatt, Karol Musslewhite. Absent: Philip Ward, Scott Smith.

- I. Call to Order by Donna Richards President: 6:03pm
- II. Approve July BOD meeting minutes: *Donna made the motion to accept, Karol 2<sup>nd</sup> the motion, all approved.*
- III. President's Report
  - a. Enter special meeting minutes-Jeff Wyatt elected as Phase 2 Representative: *Juliane read the Special Meeting minutes held August 6 to be added to the minutes; approved unanimously.*
  - b. Approve Juliane Wyatt to remain as HOA BOD Secretary per Bylaws: *Jeff moved to accept Juliane to remain as Secretary, 2<sup>nd</sup> the motion, all approved.*

## Executive Session @6:12. Ended @6:15.

- c. Donna's resignation as President: *Donna announced her resignation as President as of now but will remain Village Representative. V. President Bart Loftis resided over meeting. He nominated Jeff Wyatt as new HOA BOD President. Donna 2<sup>nd</sup> the Motion, all agreed. Jeff is now President and will conduct meeting.*
- IV. Old Business
  - a. Schedule Budget meeting: *Jeff and Frank will meet tomorrow morning then schedule the next meeting with committee chairs involved.*
  - b. Activate Fine Schedule: *Tabled until found. Discussion ensued regarding Homeowner reprisals how and when implemented.*
  - c. Pier Staining: *Michelle shared the bid she obtained. Discussion ensued with obtaining more bids. Don made the motion to accept the bid, Jeff 2<sup>nd</sup> the motion. More discussion ensued. Jeff moved to accept the bid and pay the cost from lake budget. All approved. Michelle will verify vendor is insured.*
  - d. Committee budgets need submission before the next budget meeting.
- V. Committee Reports
  - a) Treasury Report by Frank Scott: *Frank informed that Homeland (HNM) has corrected all 2024 Balance Sheets and are posted online. Frank reviewed July Financials. He is satisfied with Financials through July. Discussion also ensued regarding Homeowner delinquent on Annual Assessment and not responding to any communication. Jeff moved to seek lien via attorney on contingency plan, Don 2<sup>nd</sup> motion, all agreed-motion approved.*
  - b) Social Committee-Michelle Ladner: *September 14 Ice Cream Social; October 26 Fall Festival; considering Christmas tree decoration contest on lake lawn in December, TBA; December 7 Christmas cookies with Santa.*
  - c) ACC – Don Newton: *Nothing to report.*
  - d) Sports Court-Bart Loftis: *Nothing to report. He needed to leave meeting.*
  - e) Fountain and Pool-Jeff Wyatt: *Jeff shared fountain has 1-3 leaks but do not know if leaks are coming from fountain, sprinkler system, or both and has contractor working on it.*

*Paint issues are occurring at the fountain. Contractor, Rob Morrison is correcting the issue. Michelle reported that two lights have been broken again.*

*Pool-Jeff met with Levi at Premier Pools Service to evaluate water circulation. A plumber needs to determine blockages, then figure steps to take from that.*

VI. New Business:

- a. 2024 Budget reprogramming: *Jeff discussed seeking approval for projects over \$5000.*
- b. 2025 Budget priorities: *Jeff asked if changes need to be made. Frank is in favor of obtaining a Reserve Analysis to build a reserve fund. Discussion ensued. Donna suggested including a budget item for a continuing lake analysis and maintenance on a schedule.*
- c. Exit dates/potential replacements for board members leaving w/in the next 6 months: *Don Newton wants to end his term at the end of October- will need Overlook Rep and ACC chair. Frank would like to resign as Treasurer. Jeff will work to find a new Treasurer. Karol will end her term at the end of September.*
- d. Timeline for presentation and vote of 2025 Budget: *Presentation will be at 3<sup>rd</sup> Quarter meeting in September and voted on at 4<sup>th</sup> Quarter meeting in late November/early December.*
- e. HOA volunteerism: *Jeff stated his goal is to define when and how HO can volunteer. He plans to have future discussions regarding volunteers and liability.*

VII. Adjourn meeting: *Frank made the motion to adjourn, Donna 2<sup>nd</sup> the motion, meeting adjourned at 8:05*

*Minutes recorded and submitted by Juliane Wyatt.*

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# Swan Lake Estates HOA

## Special Meeting Minutes

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Location: Swan Lake Estates Clubhouse

Date: Tuesday, August 6, 2024

Time: 6 pm

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### I. Call to Order

- a. President Donna Richards called the meeting to order at 6:05 pm, Tuesday, August 6, 2024, at the Swan Lake Estates Clubhouse.”

### II. Roll Call

- a. Secretary Wyatt conducted a roll call of the Board of Directors.
  - i. Present: Ms. Ladner, Mr. Loftis, Ms. Musslewhite, Mr. Newton, Ms. Richards
  - ii. Absent: Mr. Scott, Mr. Smith, Mr. Ward
  - iii. Phase 2, Unit 1 members present
    1. Mr. Denunzio, Ms. Mabie, Ms. Myers, Mr. Sholes, Mr. Williams, Mr. & Mrs. Wyatt. (Sign-in roster attached)

### III. Approval of the Agenda

- a. President Richards moved for unanimous consent to approve the agenda. Members present approved unanimously.

### IV. Nominations and Election

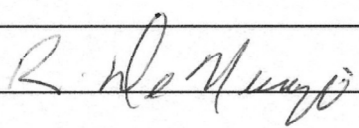
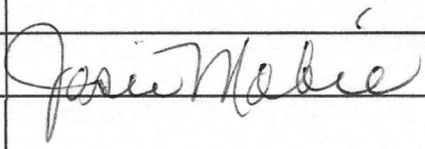
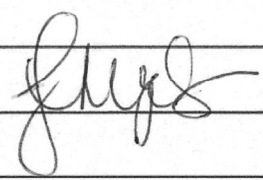
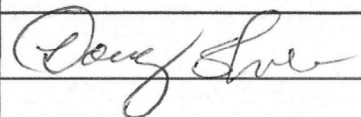
- a. One nominee for Phase 2, Unit 1 Representative – Jeff Wyatt
- b. No additional nominees received from the floor.
- c. President Richards moved for unanimous consent from the Phase 2, Unit 1 members present for the election of Jeff Wyatt. Members present approved unanimously.

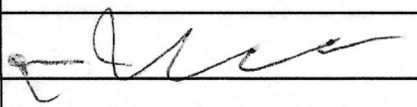
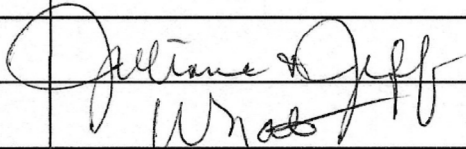
### V. New Business

- a. No new business was brought forward directly related to the nomination and election of a representative for Phase 2, Unit 1.

### VI. Adjournment

- a. President Richards asked and received a motion to adjourn the meeting.
- b. Mr. Newton motioned for adjournment, 2<sup>nd</sup> by Mr. Loftis.
- c. The motion to adjourn passed unanimously.
- d. President Richards adjourned the meeting at 6:15pm

Phase/Unit/Lot	Last Name	First Name	Sign In
2-1-035	Bates	John & Rosary Ann	
2-1-030	Brooks	Lori & David	
2-1-020	Brooks	George & Tania	
2-1-008	Carretto, Sr.	Joseph Anthony	
2-1-012	Colbert	Karen	
2-1-006	Crist	Richard & Alexa	
2-1-028	Denunzio	Richard	
2-1-032	Domio	Ardella	
2-1-039	Echoles	Ernest & Angie	
2-1-014	Farmer	Malcolm & Doris	
2-1-038	Fountain	Eric & Tammy	
2-1-015/016	Jenkins	Donnie & Laura	
2-1-034	Jones	Sebrina & Ronald	
2-1-033	Keyhea	James & Lizzie	
2-1-025	Keyhea	Vinson & Renita	
2-1-037	Ladnier	Amber McKinley & Randal	
2-1-017	Lawton	Matthew & Lynette	
2-1-013	Livingston	Ryan & Colleen	
2-1-023	Mabie	Leroy & Josie	
2-1-021	McGrew	Nathan (Shawn) & Andrea	
2-1-004	Mobley	Robert & Sonya	
2-1-022	Myers	David & Jennifer	
2-1-040	Patel	Jayeshkumar	
2-1-002	Reese	Damon & Rochelle	
2-1-003	Scruggs	Richard & Nancy	
2-1-018	Sholes	Douglas & Susan	
2-1-026/027	Skaggs	Josh & Ashley	
2-1-005	Smith	Kevin & Emily	
2-1-024	Spear	Wayne & Tricia	

2-1-001	<b>Thompson</b>	Carlos & Treani	
2-1-009	<b>Wadsworth Jr</b>	Stacey & Patrick	
2-1-010/011	<b>Wadsworth Sr.</b>	Donna & Pat	
2-1-029	<b>Whitfield</b>	Greg	
2-1-007	<b>Williams</b>	Jeff & Jessica	
2-1-019	<b>Wright</b>	Steven & Nancy	
2-1-031	<b>Wyatt</b>	Jeff & Juliane	
2-1-036			