

# TOWNE ESTATES AT SUMMERFIELD

HOMEOWNERS ASSOCIATION, INC.

## Board of Directors Meeting September 6, 2022

Zoom

### Meeting Minutes

#### 1. Call to Order – Certifying of Quorum

The meeting was called to order at 6:11 p.m. Board members Ron Estes and John Lee were present, therefore quorum was established. Jennifer Conti represented McNeil Management.

#### 2. Approval of Meeting Minutes: The Board reviewed the prior meeting minutes as prepared by the Manager.

**On Motion:** Duly made by John Lee, second by Ron Estes and carried unanimously.

**Resolve:** To approve the prior meeting minutes as presented.

#### 3. Reports

**Manager Report:** Manager presented the financial and management reports and answered questions.

#### 4. Business Items

**2023 Budget:** Board reviewed the 2023 Proposed Budget/Assessment.

**On Motion:** Duly made by John Lee, second by Ron Estes and carried unanimously

**Resolve:** To approve the 2023 Budget with the annual assessment at \$800.

**Community Message Board:** Board discussed ordering the community message board to be installed by Kevin Johnson at the exit side of Candle Stick Ln and Summerfield Blvd.

**On Motion:** Duly made by Ron Estes, second by John Lee and carried unanimously

**Resolve:** To approve the purchase of the community message board from Tree Top Products for \$2,603.81.

#### 5. Adjournment

**On Motion:** Duly made by John Lee, second by Ron Estes and carried unanimously.

**Resolve:** To adjourn the meeting at 7:08 p.m.

*Approved March 7, 2023*  
Prepared by Manager on behalf of Secretary