

TOWNE ESTATES AT SUMMERFIELD

HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting

March 7, 2023

Following Annual Meeting

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

Violation Report: Board reviewed and discussed the violation report and agreed to move forward three lots for legal action.

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

Resolve: To push forward three lots for legal violation enforcement action.

Community Message Board: Board installed a message board to post items for awareness and communicate to the community for HOA events.

5. Adjournment

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

Resolve: To adjourn the meeting at 7:14 p.m.

Approved by Board June 6th

Prepared by Manager on behalf of Secretary