

TOWNE ESTATES AT SUMMERFIELD

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting
March 5, 2024
Following Annual Meeting
Meeting Minutes**

1. Call to Order – Certifying of Quorum

The meeting was called to order at 6:15 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 Ron Estes, second by John Lee 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

Appoint Board Member: Board appointed Deena Zeigler-Brown as Treasurer on the board. The board positions are as follows: John Lee, President; Ron Estes, Secretary; Deena Zeigler-Brown, Treasurer.

Preservation of the Covenants and Restrictions: Manager presented the annual requirement regarding Florida Statute 720.3032, consideration of Preservation of the Covenants and Restrictions. The Board is required to annually consider the filing of a notice to preserve the covenants/restrictions affecting the community from extinguishment under Marketable Record Title Act (MRTA). Manager indicated that the association is 26 years old, so preservation is not a pressing concern at this time.

Landscape Maintenance Contract: Board reviewed and met with several vendors for their community landscape maintenance contract. Board agreed the best candidate for their community would be Nature Coast Landscape.

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

Resolve: To approve Nature Coast Landscape for the landscape maintenance annual contract.

Community Events: Board will be hosting a community event with Kona Ice on July 12, 2024, from 5:00pm - 8:00pm. Board will update manager with other activities that may take place at the event.

5. Adjournment

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

Resolve: To adjourn the meeting at 7:18 p.m.

Approved by Board

Prepared by Manager on behalf of Secretary