

# TOWNE ESTATES AT SUMMERFIELD

HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Budget Meeting  
September 24, 2024  
Zoom**

**Meeting Minutes**

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

The meeting was called to order at 6:18 p.m. Board members Ron Estes, John Lee and Deena Zeigler 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 reviewed management reports and answered questions. Board reviewed the violation report and discussed appropriate action on the enforcement matters.

**4. Business Items**

**2025 Budget:** Board reviewed the 2025 Proposed Budget/Assessment.

**On Motion:** Duly made by Deena Zeigler, second by John Lee and carried unanimously

**Resolve:** To approve the 2025 Budget with the annual assessment at \$800.

**Off Duty Sheriff Patrol:** Board requested Off Duty Patrol continue throughout the year.

**Hurricane Protection Standards:** Board tabled discussion until the annual meeting to allow time to discuss the new standards with Summerfield Master Association. Deena Zeigler will reach out and follow up with the board.

**5. Adjournment**

**On Motion:** Duly made by John Lee, second by Deena Zeigler and carried unanimously.

**Resolve:** To adjourn the meeting at 7:20 p.m.

*Approved by Board*  
Prepared by Manager on behalf of Secretary