

Melwood Oaks Board Meeting Jan 17,2024

Susan Barker called the meeting to order at 6:00pm

Quorum present

- Carla Lesar, Susan Barker, Laurie Edwards, Melissa Anderdon attended. Gabrielle Dennis was absent. James Ro from Sunvast attended.

Open meeting - Susan

Agenda: Board member roles for 2024

**New rental / home purchase application approval** - Carla and Gabriel Must also look at property both front and back before approving to catch things that need to be addressed If Gabriel or Carla is not available Melissa or Susan can fill i.  
Carla and Gabriel will Present quick report on approvals at each board meeting.

**Architecture approvals:** Susan and Melissa.  
Susan and Melissa will Present quick report at each board meeting.

If vote is divided on #1 and #2 then other board members vote

**Pool Committee- Laurie:** Present quick report at each board meeting

**Financial Monthly review- Gabriel:** Keep an eye on late payments, Present update at each board meeting.

**Prepare Board meeting agenda** – Susan.

Suan is the Primary communicator to James and will Organize meetings.

If anyone has a topic, they want added to any agenda please send me an email. We will always try to keep our meetings to 1 hour. If a topic doesn't get covered it will be added to next meeting

**Board meeting Minutes-** James write it and Susan approves minutes and then it gets posted to website.

Boar Meetings – Set routine meeting date time 1x every 6 weeks.

**Violations-** Everyone. James handles all the communication.  
James also does a monthly drive around the property.

**Road Paving projects** as needed- Carla.

**New topic ideas Melissa**

Lake Sign: No Fishing, No Swimming, No Feeding wildlife. Make 2 signs.

**Amendment Meeting:** Feb 13, 6pm. Palmview Church

Meeting adjourned at 6:45pm.