

[2024-02-27] - Minutes - Annual Board Meeting - SW-HOA

SPRING WOODS MOBILE HOME SUBDIVISION HOA, INC.

ANNUAL BOARD MEETING MINUTES

Date: February 27, 2024

Time: 7:30 P.M.

Location: Association Office, 2375 Zoysia Lane, North Fort Myers, FL 33917

1. Call to Order

The Annual Board Meeting of the Spring Woods Mobile Home Subdivision Homeowners Association was called to order at 7:30 p.m.

2. Roll Call of Officers

The following directors were present:

- Lee Larner II, President
- Thomas Senatore, Secretary
- Sharon Williams, Treasurer
- James Hamilton, Director

3. Certification of Proxies & Quorum

The Board reviewed the submitted proxies and established that a quorum was present to conduct official business.

4. Proof of Notice of Meeting

The Secretary confirmed that the notice of the Annual Board Meeting was posted and distributed to the membership in accordance with the Association's Bylaws and Florida Statutes.

5. Reading and Disposal of Unapproved Minutes

The minutes from the previous meeting were presented. A motion to approve the minutes as

read was made, seconded, and carried unanimously.

6. Presentation of Reports

- **Treasurer's Report:** Sharon Williams presented the financial report. As of February 2024, the Association is transitioning office management following the resignation of Michelle Edwards.
- **Director's Report:** Discussion was held regarding the hiring of a new Independent Contractor for the Office Manager/Bookkeeper position at a rate of \$20.00 per hour for 40 hours per week.

7. Unfinished Business

- **Infrastructure Projects:** The Board reviewed the status of priority repairs, including pool resurfacing, perimeter fence repairs, and sidewalk maintenance.

8. New Business

- **2024 Administrative Planning:** The Board discussed the integration of new office procedures and the maintenance of official records for the upcoming fiscal year.

9. Adjournment

With no further business to come before the Board, a motion to adjourn was made and seconded. The meeting was adjourned at 8:45 p.m.

10. Open Forum

Homeowners were given the opportunity to express concerns regarding community maintenance and the transition in office staff.

J. E. Hamilton

Vice President / Secretary

Spring Woods HOA