

Wells Landing HOA
October 12, 2019 Board Meeting Agenda

1. **Call the meeting to order**
 - a. In attendance: ☐ Jeff Berk ☐ Don Johnson ☐ Pat Markham
 - b. Review and approve meeting minutes from August 10
2. **Financial Update**
3. **Board Membership**
 - a. **Linda Olsen** has resigned her HOA Board position as Landscaping Manager.
 - b. **Dena Calivas** has volunteered to return to the HOA Board strictly as Social Director, with no other responsibilities. The Board is happy to have Dena serve in this role temporarily as an Associate Board member with no voting rights. Her Board position will be open at the November meeting.
 - c. **Delores Lawson** will continue her independent work in landscaping, which will be monitored by Jeff Berk.
4. **Architectural Change Requests** (Jeff)
 - a. New change requests
 - b. Outstanding issues
5. **Landscaping Update**
 - a. Discussion re: the transition from Massey to Trad's.
 1. Any feedback on Massey lawn treatment services?
 2. Was estimate received for lawn treatment services from Trad's?
 - b. What specific cleanup activities should be performed at the pool/cabana area on the volunteer cleanup day (during holiday decoration time)?
 - c. F/U Pat: Need to update the Information Sheet with new information for Massey, as well as Trad's.
6. **Community Meeting re: Yard Art Rules and Regulations**
 - a. Follow-up items and Outstanding issues
 - b. Next Steps
7. **Flags**

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8. **Annual HOA Meeting Planning**
 - a. Review and confirm meeting plans.
 - b. Document Preparation
 1. **Meeting Notice**
 2. **Proxy Statement**
 3. Resident Directory Listing by Address for **Meeting Attendee Sign-in Sheet**
 4. **Meeting Agenda** (review prepared draft)
 5. (Nov 15 2018 and Jan 12 2019) combined **Annual Meeting Minutes**
 6. **Meeting attendee packets** (one per address) to include:
 - **Agenda**
 - **Meeting Minutes**
 - **Treasurer's Report**
 - Report on **2019 Maintenance, Repairs, Accomplishments**
 - Report on **(list of) Service Contracts**
 - Report on Yard Art **Rules and Regulations**
 - Review of Wells Landing **Calendar of Events**
 - Board Member **Election Ballot**
 - ID current Board members who volunteer to continue.
 - ID homeowners who'd like to be considered for a Board position.
 - **Wells Landing Resident Listing** (by name, by address)
9. **Next Board Meeting scheduled:** date:____ time:____ location:____
10. **Meeting adjourned at:**