



205 Towne Lake Way, Pooler, Georgia 31322  
board@townelakehoa.org

## Monthly Meeting Agenda March 12, 2018

Call to Order / Roll Call Chris

Open Discussion (Resident's Voice/Concerns)

### Executive Session of the Board

Approval of Previous Meeting Minutes Chris

### HOA Board Reports

- Treasurer's Report Asa/Lynda
- Neighborhood Watch Chris
- Property Manager/Pool Chair George/Yasmin
- Pavilion Rentals Darlene
- Architectural Review Board Report Darlene
- Social Committee Report Yasmin/Ruthie

### Old Business

- HOA Insurance Policy Review
  - Wind/Hail, Flooding, Liability
- Playground
  - Old equipment scheduled for teardown
  - Review bids for new playground equipment
- Social Event @ Royal Cinemas (date)
- Parking on the streets

### New Business

- Dock repair – review bids
- Pool Opening Party (date, budget, food planned, bounce house?)

### Open Actions

- Get quote for HOA insurance premium (Ga. underwriter) Chris
- Identify plan for HOA Seal Rodney/Chris
- Talk to Great Outdoors about the warranty for wooden play set Chris
- Repair HOA posting board Kenneth
- Distribute bathroom keys Chris
- Get quote for repairing dock Kenneth
- Clarify common areas in Manker landscape contract George
- Contact empty lot owner about maintaining lot (Cut grass etc.) Darlene
- Repair Sign Board (Follow-up) Kenneth
- Bookkeeper use check on using quick books. Asa/Lynda
- Provide newsletter to Lynda by Feb 25 Ruthie
- Can Sweet Water fix check valve? Kenneth
- Fix Check Valve George
- Post pool contact info by pool Yasmin

Review New Actions Rodney