



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

Monthly Meeting Agenda April 3, 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 Yasmin
- Pavilion Rentals Darlene
- Architectural Review Board Report Darlene
- Social Committee Report Yasmin/Ruthie

Old Business

- Playground Project Update Chris
- HOA Insurance Policy Review Chris
 - Wind/Hail, Flooding, Liability
- Pool Opening Party Yasmin/Ruthie
- Social Event @ Royal Cinemas Chris
 - Board to select date
- Parking on the streets Chris
- Dock repair – review bids Kenneth
- Bathrooms Chris
 - Should key locks be replaced with sliding hinge locks to avoid key issues?
 - Board to decide if bathrooms will be closed when pool closed
 - If bathrooms closed, are roll down doors required to close bathrooms?

New Business

- Website host renewal – multi year discount Chris

Open Actions

- Get quote for HOA insurance premium (Ga. underwriter) Chris
- Identify plan for HOA Seal Rodney/Chris
- Repair HOA posting board Kenneth
- 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
- Post pool contact info by pool Yasmin
- Get quote for roundabout maintenance Kenneth
- Get bid for siding repair at pool building Kenneth
- Contact Sweetwater Pools about invoice process Chris

Review New Actions

Rodney