
No Quorum Form

Association: Southlake Homeowners Association, Inc.

Date & Time of Scheduled Meeting: 11/19/2020 @ 6:30 PM

Location of Scheduled Meeting: Southlake Pavilion
100 Southlake Dr, St Augustine FL 32092

Quorum: 30% of 200 = 60

Lots Represented in PERSON: 12

Lots Represented by PROXY: 1

TOTAL LOTS REPRESENTED: 13

Topics Discussed:

Called to Order @ 6:32pm by James Jeunelot. All BOD members present.

Confirmation of meeting notice confirmed

No Quorum was established. The reading of last year's minutes were waived.

Recognition of volunteers that completed clean up of the park. Reviewed the accounting of the clean up costs for the clean up project.

*Update on landscape status. BCM to engage new vendors to get bids for a new landscaper
BCM presented what their role in the community is and answered any homeowner questions.*

Discussed future projects including full replacement of exterior fence, pavilion roof maintenance and adding bubblers/fountains to ponds.

Discussed setting up amounts to be used for civic projects. Set dollar amount for community enhancement.

Meeting Adjourned @ 7:37pm

Controlled by: _____ **Developer (Board)** or X **Resident (Board)**

NOTE: Minutes are records of the formal action taken, nothing more; and formal action can be taken only by vote! The minutes should contain a record of what was done at the meeting, not what was said by the members. Minutes are designed to record official action by the board; not for the purposes of informing members of everything that transpired at the meeting.

Managing Agent's Signature

Date

Developer or Board Representative's Signature

Date

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