

SUTTON LAKES HOMEOWNERS ASSOCIATION

Board Meeting - Minutes

December 18, 2023

6:30 PM

Front Pool

MINUTES

- I.** **Call to Order:** Meeting was called to order at 6:33 pm by President Brandy Williams. Additional Board Members in attendance were Linda Brocker and Kyle Lee and William Franco. A quorum was announced.
- II.** **Approval of Agenda – Posting Notification:** Notice of the meeting was posted in accordance with Fla. Stat. § 720.303(c)(1)
- III.** **President’s Report:**

 - Brandy Williams reported that she would like to handle the meetings a little differently, starting with allowing the residents to speak. She feels that is important to let the owners make statements or ask questions prior to any business being handled. This will allow the board members to hear any concerns prior to voting on any agenda items. There has been no further update on the development next door. She reported that the Food Truck vendors have changed the day from Tuesday to Wednesday and instead of weekly, they will be here every other week. We need to support these small businesses. January 3rd will be the next date for the Food Truck Vendor.
- IV.** **Treasurer’s Report**

 - Referred to Managers report on account balances.
- V.** **Approval of Meeting Minutes:**

Kyle Lee moved, seconded by Linda Brocker to approve the October 16, 2023, Meeting Minutes. Motion carried.
- VI.** **Committee Reports**

 - ARC Committee met and determined the procedure for handling ARC Submissions. They are submitted to Shanda Thompson, CAM, then sent to the ARC Committee Members. Once approved or denied, the homeowner will be notified. At the next BOD Meeting, the ARC’s that have been approved, will be ratified and uploaded to the homeowner file.

VII. **Management Report:** Given by Shanda Thompson, CAM

VIII. **Unfinished Business:** NONE

IX. **New Business**

- Budget Approval – Motion was made by Kyle Lee to approve and adopt the budget with a 5% increase, bringing the 2024 Annual Assessment amount to \$360.15, seconded by Brandy Williams, motion carried.

X. **Owners Forum**

- Questions to the board, from owner's, board responded accordingly.

XI. **Adjournment:** With no further business left to conduct, the meeting was adjourned at 7:43 pm filed by a motion of Brandy Williams, seconded by Kyle Lee, *motion carried.*