**SUTTON LAKES HOMEOWNERS ASSOCIATION**

Board Meeting - Minutes   
September 17, 2024  
6:30 PM   
Front Pool

**MINUTES**

1. **Call to Order**: Meeting was called to order at 6:30 p.m. by President Brandy Williams. Additional Board Members in attendance were Kyle Lee, Santizzie Myles, Tina Sauvage, and Linda Brocker. Shanda Thompson, CAM with Sentry Management also attended. A quorum was announced.
2. **Approval of Agenda – Posting Notification:** Notice of the meeting was posted in accordance with Fla. Stat. § 720.303(c)(1)
3. **President’s Report:**

Brandy Williams welcomed the attending residents. The board members introduced themselves to the attending residents. Brandy Williams went over items that were in the newsletter to include, the Architectural Review Committee, Adherence Committee, Upcoming events, and Community Association Manager office information.

**IV. Treasurer’s Report**

Given by Kyle Lee – Reported the financials from the Balance Sheet and Revenue and Expense Report.

**Motion made by Linda Brocker to accept the Treasurers Report. Seconded by Santizzie Myles. Motion carried.**

1. **Approval of Meeting Minutes:**

**Linda Brocker motioned to approve the Executive Meeting Minutes for August 20, 2024, Santizzie Myles seconded, Motion carried.**

**Kyle Lee motioned to approve the August 20, 2024, Board of Directors meeting minutes, with the correction to the date of the Community Garage Sale from September 28, 2024, to September 21, 2028. seconded by Santizzie Myles, motion carried.**

1. **Committee Reports** - NONE
2. ***Management Report:*** *Given by Shanda Thompson, CAM - supplied in the board packet*
3. **Unfinished Business:**
4. Community Yard Sale – Is scheduled for this Saturday, September 21, 2024. There is no registration required.
5. Sutton Fest – We will still be having Sutton Fest, which will be held on October 26, 2024. Residents were encouraged to attend.

**IX. New Business:**

1. Budget – Brandy spoke about the budget, that expenses have been reduced as much as possible, however, there is still a shortfall in the budget. The board discussed and “blessed the budget” for distribution.
2. Quote from Souza and Son’s Tree Service in the amount of $1,650.00 for additional items that need trimming and removal.

**Linda Brocker made a motion to approve the quote from Souza and Son’s Tree Service in the amount of $1,650.00, Santizzie Myles seconded, Kyle Lee opposed. 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 7:40 p.m. by a motion from Brandy Williams, seconded by Kyle Lee, motion carried.