

SUMMERWIND BOARD OF DIRECTORS MEETING

AGENDA – September 9, 2017 9AM - Webex

- Call to Order
- President's Report
  - o IRS Tax Return status for unfiled years
    - Status on Trio questions
  - o Franchise Tax Return
    - Need copies so they can be filed in online storage
  - o Update on Collections
    - Amount Trio is using to send to collection agency
    - Over \$1000 should go direct to attorney
      - Fees for sending to attorney
- Treasurer's report
  - o Set Date for Review of Monthly Financials
- Secretary's Report
  - o Approval of Aug 28, 2017 meeting minutes completed via email. Approved by Martin Salazar and Melissa Martinez-Carrasco.
- Old Business
  - o Update on Gate Repair
  - o Landscaping/ Irrigation Repair Update
    - Center island display
    - Display at front
    - Quote for updates to front
    - Excessive water bill
    - Landscaping contract
  - o Finalize Plan for Declaration Updates
    - Update on marketing plan
      - o Posters/Postcards
      - o Door Hangers/Meeting Packet
      - o Status on robo-calls
    - Review member meeting notice packet
      - o Member letter
      - o Ballot
      - o Proxy
      - o Packet of changes
- New Business
- Next Board of Directors Meeting
- Adjourn