

**First Mace Meadow Water Association
Agenda, Board of Directors' Meeting
November 14, 2024, at 4 p.m.
Jeff Brown's home at 25970 Forest Knoll Ct.**

Directors: Jeff Brown, Renee Brown, Debbie Miller, Teresa Russo and Cindy Fondale

I. Public Comment Period

II. Maintenance – Report

- a.) Maintenance report.
- b.) Updates on new tank.
- c.) Any shut off notices?
- d.)

III. Financials

- a.) Financial report – Michael Adams.
- b.) Delinquent accounts – Neal Thompson
- c.) Treasurer's report - Debbie

IV. Review Minutes of the Previous Meeting

October 8, 2024

Motion to accept II-IV

V. Old Business?

- a.) Letters to homes that are for sale. Distribution?
- b.) Shed needed to protect the vehicles/equipment. – carryover from last month
- c.) Acquisition of property for nonpayment – carryover from last month.
- d.) Map of empty lots. Teresa and Renee
- e.) Lein letter sent to Estate of Mary Klinski. - Cindy
- f.) List to keep track of addresses by street?

VI. New Business

- a.) Place for the board meeting?
- b.) Christmas party at Plate 88, December 12
- c.) H & R Block severance of business – next step to take.
 - a. Property rental at Red Corral
 - b. Purchase of office equipment
 - c. UB Max
 - d. New software (QuickBooks pro?)
 - e. New P.O. Box
 - f. New phone number
- d.) Any future work that is coming up?

Executive Session: anything?

1. Hiring of staff

Once around for the board input: