

Cape Tranquility Homeowners' Association

Notice of Board of Directors Meeting

Capetranquilityhoa.com

Please be advised that the Board of Directors (the "Board") for the Cape Tranquility Homeowners' Association intends to conduct a regular Board Meeting at 6:30 p.m. on Thursday, January 22, 2026, at 5916 Whisper Lane. Members of the Association ("Members") are welcome to attend the Board Meeting and address the Board during the Members' Open Forum.

AGENDA

Call to Order and establish quorum

Review and Approve Minutes from December 11, 2025, Board Meeting.

Review Committee Reports

- a. Treasurer's Report
- b. Architectural Control Committee ("ACC") Requests Received or In Progress

Members' Open Forum (if any)

During open forum, each attendee may address the board about HOA related business for up to three minutes. A Director may briefly respond to statements made or questions posed.

New Business

- a. 2025 Income Tax Return Filing (Terry)
- b. Microsoft 365 Annual Subscription (Terry)
- c. TVEC Street Light Outages (Terry)

On-Going Business

- a. Update on curtesy dock replacement bids. (Terry)
- b. Update on letter to members to solicit candidates for the Architectural Control Committee. (Terry)
- c. Update on implementation of the new HOA fining policy. (Terry)
- d. Review proposed new By-Laws. (All)

Adjourn to Executive Session (if necessary)

All meetings of the Association's Board of Directors are open to Members of the Association subject to the right of the Board to adjourn the Board Meeting and reconvene in closed executive session to consider actions involving: (1) individuals; (2) pending or threatened litigation; (3) contract negotiations; (4) enforcement actions; (5) confidential communications with the Association's attorney; (6) matters involving the invasion of privacy of individual owners; and/or (7) matters that are to remain confidential by request of the affected parties and agreement of the Board.

Resume Regular Session (if necessary) and announce any Executive Session decisions

- a. Schedule Next Regular Board meeting
- b. Adjourn Meeting

MEETING RULES: No audio or video recording allowed by attendees. However, the secretary may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. Members may observe the meeting but do not have the right to participate in the board's deliberations or votes. Members may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting and/or fined.