

Great Oaks Property Owners Association

Executive Meeting Minutes

October 7, 2024 7:00 PM

Call meeting to order:

Dave Gast called meeting to order at 7:20 pm

Establish Quorum: Yes

Board members in attendance:

- Dave Gast, President
- Donna Vezie, Treasurer
- Brenda Butler Lowman, Assistant Treasurer
- Kathy Alexander, Secretary
- Diana Rayborne, MAL

First order of business was to assign the positions of the board:

Dave Gast, President (Term expires October 2025)

Robert Wheatley, Vice President (Term expires October 2027)

Brenda Butler Lowman, Treasurer (Term expires October 2025)

Donna Vezie, Assistant Treasurer, Legal Liaison, and assist to Architectural Committee (Term expires October 2026)

Diana Rayborne, Secretary (Term expires 2025)

Kathy Alexander, Social Director (Term expires 2026)

Katie Del Toro, MAL (Term expires 2026)

Donna Vezie motioned to add Brenda Butler Lowman to the Great Oaks Property Owners Association bank accounts.

Kathy Alexander seconded the motion. All in favor, motion accepted.

It was agreed that Donna Vezie will mentor Brenda Butler Lowman on the duties of treasurer.

Donna Vezie will reach out to Robert Ramem to see if he has interest in joining the board.

David Libatore volunteer for the Architectural Committee. Donna Vezie will assist in mentoring him on procedures and duties.

Brenda Butler Lowman motioned to budget \$200.00 for magnetic signs for the Architectural Committee. Diana Rayborne seconded the motion. All in favor, motion accepted.

Diana Rayborne motioned to budget \$400.00 for Halloween Party. Brenda Butler Lowman seconded the motion. All in favor, motion accepted.

Donna Vezie discussed the delinquent association dues. We have *Seven Thousand* in delinquent dues. Donna Vezie will be sending out final letters requesting payment of delinquent dues. Further action may become necessary if dues are not brought current.

Dave Gast will call and get estimates for electrical and AC work that needs to be done.

Next Great Oaks Property Owners Association will be November 14, 2024.

There will be no meeting in December, instead we will have a Christmas party.

The proposed budget for 2025 will be ready by the November meeting for discussion and approval.

Adjourn:

Brenda Butler Lowman motioned to adjourn the meeting 7:54 pm. Kathy Alexander seconded the motion. All in favor, motion accepted.

Dave Gast 10/21/2024 Diana Rayborne 10/21/2024