

NOTICE OF MEETING

A **closed meeting** of the board of directors of Carnelian Woods
will be held at
1:00 PM on Wednesday October 11, 2023

In Person: Carnelian Woods Lodge (building heat allowing)

Online: <https://meet.google.com/pwy-ozvg-gwn>

Google Meet Smartphone App: Meet code: pwy-ozvg-gwn

Telephone: +1 904-900-0934 and enter this PIN: 303 967 020#

To view more phone numbers, click this link: <https://tel.meet/pwy-ozvg-gwn?hs=5>

EXECUTIVE BOARD MEETING AGENDA

1. Call to Order – Greg Hubachek
2. Approval of minutes for the August 23, 2023 executive session board meeting
3. Old Business
 - a. Credit/Gas Card Status - Perry
 - b. Accounts Receivable (A/R) Update - George
 - i. Collections
 - c. Position Descriptions and Salary Range - Perry
 - i. Temporary Office Staff
 - ii. Full Time Staff
 1. Mileage Reimbursement
 - iii. General Manager / Project Manager
 - d. HOA Management Company Proposal - Perry
 - i. Status of proposal and contract
 - e. Winter 22/23 - Insurance Claim Repair - Celia

- i. Status of Contractor proposal and contract
 - ii. Additional damage reported
 - iii. Financial Tracking
 - f. Roofing Inspection Request - George
 - i. Status of Contractor proposal and contract
 - g. Carnelian Woods Services status - Don
- 4. New Business
 - a. Reserve Study - George
 - i. Status of proposal and contract
 - b. Gas Line Repair Authorization - Don
 - c. Balcony Inspection Proposal - George
 - d. Pest Claims - Greg
 - i. Exterminator retainer
 - e. Permitted Status of Pavillion - Don
- 5. Next Board Meetings (Lodge if gas line repair permits)
 - a. Annual HOA Meeting - October 21, 2023, 10 AM Lodge and Online
 - b. Next Executive Session Meeting, if not before, October 22, 2023, Lodge and Online
 - c. Next Open Meeting
- 6. Adjourn