



**A Deed Restricted Community
Fawn Lake Homeowners
Association, Inc.**

C/O Greenacre Properties, Inc. (GPI)
4131 Gunn Highway
Tampa, FL 33618
Phone: 813-936-4125
Kyra Penny— Property Manager
Kpenny@greenacre.com
*A Non-Profit Corporation
Fawn Lake Housing Community
Located In Citrus Park, Florida*
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2021 BOARD OF DIRECTORS

❖
PRESIDENT

Jesse Leonor

VICE PRESIDENT

Ana Maria Cruz

TREASURER

Mindy Arroyo

SECRETARY

Douglas Tam

DIRECTOR AT LARGE

Keith Kessler

COMMITTEE CHAIRPERSONS

❖
Architectural

Jose Arroyo

Neighborhood Watch

Jose Arroyo

Nominating

TBD

Directors' Email

boardofdirectors@fawnlakehoa.org

**BOARD OF DIRECTOR'S MONTHLY
MEETING AGENDA**

DATE: February 25, 2021
TIME: 7:00 PM EST
LOCATION: Virtual Meeting

1. **Call to order:** 7:00 PM EST
2. **Roll Call:** Officers
3. **Approval of Meeting Minutes:**
 - A. January 28, 2021 Board of Director's Meeting
4. **Unfinished Business**
 - A. **Community Pool Re-opening Status**
Obtained advice of legal counsel and insurance provider, the pool will remain close until the emergency status has been lifted.
 - B. **Community Pool Renovations**
Scheduled to start 3/1/21 due to supply chain issues; tiles & pool finish color selected; expect to be completed in 6 weeks
 - C. **Pool Area Access Control-FOB Distribution**
On hold until pool reopens
 - D. **Pool Area Access-Draft Policy & Letter to Homeowners**
Draft prepared by GPI—rest will be on hold until pool reopens
 - E. **Community Newsletter**
Article Deadline March 5th...Tentative issuance date of March 15th
5. **New Business**
 - A. **2020 Tax Return**
Due IRS by March 15th—Has CPA firm completed?
 - B. **2020 Compiled Financial Statements**
Already notified residents that they can obtain copy via assessment billing
 - C. **Broken Shelves at Community Pool Closet**
Quote to provide by Mueller Home Repair LLC to fix
6. **Ongoing Business**
 - A. **Community Maintenance**
Report/Discuss any community maintenance issues
 - B. **Lawn of the Month**
Any submission?
7. **Reports:** Limited to (4) four minutes each.
 - A. Treasurer – Mindy Arroyo
 - B. Architectural Committee – Jose Arroyo
 - C. Neighborhood Watch Committee – Jose Arroyo
 - D. Property Manager – Kyra Penny
8. **General Discussion:** Open floor limited to 3 minutes per speaker
9. **Next Meeting:** Thursday, 3/25/21 – 7 PM – Virtual or Location TBD
10. **Adjournment**