



**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: July 22, 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. June 22, 2021 Board of Director's Meeting
4. **Unfinished Business**
 - A. **Pool Area Access Control-FOB Distribution**
FOB distribution logistics still not solidify; investigate into the programming FOB's
 - B. **Pool Area Access-Draft Policy & Letter to Homeowners**
Draft prepared by prior PM; drafts resent for board review
 - C. **Upcoming Community Newsletter**
Submission deadline is 1st week of August and tentative issuance mid to late August
5. **New Business**
 - A. **Replacement of the Pool Bathhouse Exhaust Fans**
Ratified decision to proceed- Erwin Electric, Inc. \$375.00
 - B. **Repair of Table at Community Pool**
Ratified decision to proceed- Mueller Home Repair, LLC - \$100.00
 - C. **Installation of 2 Gerber ADA Ultra Flush Toilets at Community Pool**
Discuss and approve a quote from McLain Plumbing & Mechanical - \$1,240.00
 - D. **Transfer of Operating Fund to Pool Reserves**
Discuss and approve \$50,000 of transfer to replenish pool reserves
6. **Ongoing Business**
 - A. **Community Maintenance**
Report/Discuss any community maintenance issues (1) trash cans @ pool bathrooms need to be replaced; (2) tree trimming quotes in progress; (3) front entrance signage quote—in progress of getting updated pricing; (4) new buoy & sign for pool purchased; (5) leaky outdoor shower at pool- plumber called
 - 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, 8/26/21 – 7 PM – Virtual
10. **Adjournment**