

## NOTICE OF MEETING

An open meeting of the board of directors of Carnelian Woods will be held at

**5PM, Tuesday, September 24, 2024**

**Location:** This meeting will be **virtual only**. See connection links below

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

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

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

To view more phone numbers, see: <https://meet.google.com/tel/pwy-ozvg-gwn?hs=5>

### MEETING AGENDA

#### **A. CALL TO ORDER/ROLL CALL**

**B. OPEN FORUM.** During open forum, each attendee may address the board for up to three (3) minutes. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the bottom of this agenda.

#### **\*\*\* ACTION ITEMS \*\*\***

#### **C. REVIEW/APPROVE MEETING MINUTES**

1. Review / Approve the August 20, 2024, Monthly Board Meeting minutes

#### **D. MANAGEMENT/FACILITIES UPDATE - Nicholas**

1. Balcony Repairs per Linchpin inspection report
2. New Hire of Temporary Employee

#### **E. OLD BUSINESS - Nicholas**

1. Review status of 2022-2023 Winter Damage Claims (RMC)
  - a. Western Bat Specialists Proposal Submitted to Claims

#### **F. NEW BUSINESS**

1. Review / Approve CPA Engagement Letter(s)
2. Review / Approve Snow Removal Proposal - Nicholas
3. Review / Approve Western Bat Specialists - Exterior Sealing Work and Bat Box Installation

## **G. COMMITTEES**

1. **Bylaws Update** – Larry
2. **Hiring Committee** – Carlos
3. **Forestry** – Celia
4. **Strategic Planning** - Don
5. **Annual Meeting Preparations**

## **H. FUTURE MEETING DATES**

1. Saturday, October 26, 2024, 9am, Q1 Board Meeting
2. Saturday, October 26, 2024, 11am, Annual Membership Meeting
3. Saturday, October 26, 2024, Special Meeting (Immediately following Annual Meeting)

## **I. RECESS TO CLOSED SESSION**

1. Review / Approve the August 20, 2024, Closed Session Minutes
2. Review / Approve the August 29, 2024, Closed Session Minutes
3. Legal Matters

## **J. ADJOURNMENT**

**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. As provided in the "Open Meeting Act," 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.

A copy of the minutes or a summary of the minutes of the meeting will be provided to the unit's owners upon request, in electronic format at no charge to the unit's owner or, if the association is unable to provide the copy or summary in electronic format, in paper format at a cost not to exceed 25 cents per page for the first 10 pages, and 10 cents per page thereafter.