

**AGENDA**  
**Board of Directors Work Session**  
**January 13, 2020 7:00 p.m.**

***BOARD OF DIRECTORS WORK SESSION NOTICE***

*BEGINNING IN SEPTEMBER 2019, THE FIRST BOARD MEETING OF EVERY MONTH WILL NOW BE A WORK SESSION BETWEEN BOARD MEMBERS. WHILE RESIDENTS ARE OPEN TO ATTEND, THERE WILL NOT BE OPPORTUNITIES FOR VISITOR COMMENTS OR DISCUSSION OF AGENDA ITEMS.*

CALL TO ORDER	START TIME	ALLOTMENT
<b><u>TOPICS FOR DISCUSSION</u></b>		
1. <b>TAB ONE - READING AND APPROVAL OF MINUTES – December 9<sup>th</sup>, 2019</b>	7:00pm	5 min
2. <b>TAB TWO - OLD BUSINESS</b>		
• Review Action Item List	7:05pm	5 min
3. <b>NEW BUSINESS</b>		
• Committees:		
▪ Review Rule & Policy Changes	7:10pm	50 min
○ <b>TAB THREE</b> - Architectural Policies & Procedures		
○ <b>TAB FOUR</b> - Clubhouse Policies & Procedures		
▪ Clubhouse Committee Charter		
○ <b>TAB FIVE</b> - Common Property Policies & Procedures		
○ <b>TAB SIX</b> - Home Maintenance Committee Policies & Procedures		
▪ Liaison/Spokesperson		
▪ <b>TAB SEVEN</b> - New Approach to Partner/Volunteer – see attached article for newsletter		
• Communication/Written Matter –		
Should we have a review of written material that is sent to owners, specifically targeting things like clarity, tone, voice, and optimism?		
• Annual Newsletter and Annual Meeting Planning		
4. <b>EXECUTIVE SESSION</b>	8:00pm	20min
5. <b>UPCOMING BOARD MEETINGS</b>		
January 28th, 7pm		
<b>ADJOURN</b>		