

**Laurel Wood HOA**  
Mandeville LA, 70448

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**Board of Directors meeting held via Zoom video on March 24, 2020**

**Meeting Minutes**

**Called To Order:**

Meeting called to order on Tuesday, March 24, 2020 at 6:30 PM.

**Roll Call:**

Mike Best, Janet Grillot, Denise Crawford, and Susan Fink with Renaissance are present.

**Approval of Minutes:**

Annual minutes from March 3, 2020 are not approved.

**Treasurer Report:**

The Balance sheet dated March 24, 2020 was reviewed, the Operating account balance is \$58,465.73. Accounts Receivable shows a balance of \$3305.00. All dues have been paid except for 8 homeowners. The Income and Expense Statement was reviewed and shows \$7033.40 in year to date expenses. A motion was made to approve the 2020 budget. A second was made. A vote was taken.

Motion carries.

**New Business:**

**Board Positions.**

Board Positions were approved as follows:

- President – Mike Best
- Vice President – Janet Grillot
- Treasurer – Janet Grillot
- Secretary – Denise Crawford

Ms. Fink will update the Secretary of State website with the Board member positions as listed above.

**Accept letter of Resignation.**

The Board received a letter of resignation from James Graves. A motion was made to accept the letter of resignation. A second was made. A vote was taken.

Motion carries.

The Board met in Executive Session to discuss the open position and nominations. A decision will be made once Mr. Best meets nominee. Decision to be noted in these minutes.

**Update Capital One Bank Account.**

A motion was made to include Mrs. Grillot, Treasurer, as a signee for the Capital One Bank account. A second was made. A vote was taken.

Motion carries.

Discussion of next HOA meeting.

The next HOA meeting is tentatively scheduled for May 19, 2020 at the Mandeville Library located next to Coffee Rani, depending on COVID-19 restrictions.

Discussion of Audit.

The Board discussed the possibility of a resident volunteer that may be available to assist with the 2019 audit.

No action was taken at this time.

Taking of the meeting minutes.

The Board discussed the process of taking the minutes. Mrs. Crawford will take the minutes of the board meetings. Ms. Fink with Renaissance will post the minutes on the Laurel Wood website. Ms. Fink contacted the webmaster of the website with concerns. A discussion of whether to reduce or replace Blue Lava took place. Mrs. Grillot is researching different webmasters.

No action was taken at this time.

Discussion of Contractor Responsibilities.

The Board discussed the responsibilities of Pond Solutions and Grass Masters to include what has and has not been taken care of.

No action was taken at this time.

COVID-19

A discussion took place regarding how the COVID-19 restrictions will affect management duties.

No action was taken at this time.

**Covenants, Conditions & Restrictions and Architectural Control Committee.**

- The Architectural Control Committee will consist of Alice Bonura, Jim Marque, and Julie Stroud.
- The Welcoming Committee will consist of Alice Bonura and Lisa Hickey.
- The Project Committee is still available for volunteers.

**Adjournment:**

Meeting adjourned at 8:00 p.m.

\*As discussed previously, Hope Gardner was nominated as the fourth Board member. The Board approved Mrs. Gardner via email vote on March 25, 2020.

Minutes approved via email June 4, 2020. Mrs. Grillot made a motion to approve. Mrs. Gardner seconded. A vote was taken.

Motion carried.