Rockwell Farm HOA
Meeting of Directors Agenda (November 17th, 2019) Page **1** of **1**

Board members present:

Jacob Neal (President)	Present
Lance Ross (VP Grounds)	Present
Kathy P (VP Pool)	Present
Jennifer Purvis (Secretary)	Present
Jim Dudley (Treasurer)	Absent

Members present:

_____N/A_____ _____
_____ _____
_____ _____

Meeting called to order at _2:00_ p.m.

President's Notes:

- Neal motioned that Lance Ross be Grounds VP, Kathy P be Pool VP, and Jennifer Purvis be Secretary. Kathy P seconded the motion. All were in favor, the motioned passed.
- Reviewed pool house facilities
- Reviewed the following primary tasks for each new member
    - Secretary
        - Check the HOA gmail regularly
        - Take pool house reservations
        - Maintain the website
    - Grounds VP
        - Maintain the street lights, entry way, and greenways
        - Work with the landscaper and sprinkler companies
        - Facilitate tree removal
    - Pool VP
        - Maintain the pool house
        - Roll the trash can to the curb
        - Check the pool water level and fill as needed
        - Work with the pool cleaning company
        - Distribute pool keys

Closing Items:

Next Board of Directors meeting will be in January, exact date and time is TBD.
Meeting adjourned at _2:40____ p.m.