

**Arbor Terrace HOA**  
**Board of Directors Special Meeting Minutes**  
**May 29<sup>th</sup>, 2013**

Minutes of the Board of Directors Special Meeting of Arbor Terrace HOA held on May 29<sup>th</sup>, 2013 at the Sherwood Fire Station at 6:00pm.

**Present:**

Courtney Atwood	President
Amy Boyle	Treasurer
Richard Messenger	Secretary
Amanda McMillen	Director

Owners present as indicated on sign-in sheet.

**Call to Order:**

- Board Treasurer, Amy Boyle, called the meeting to order at 6:14pm. Quorum was established as per standard meeting guidelines.

**Accept or Amend Agenda:**

- The agenda was approved by unanimous decision.

**2013-2014 Budget:**

- Updated Reserve Study was reviewed.
- 30 year financial plan for capital improvements and operating budget discussed.
- Budget was reviewed.
- Amanda McMillen motioned to approve the Operating Budget for 2013-2014 as presented, Courtney Atwood seconded. Budget unanimously approved.

**Next Meeting Date:**

- TBD

**Adjournment:**

- Upon motion made by Amanda McMillen and seconded by Courtney Atwood, the Board Meeting was adjourned at 7:24pm.