

HOA Board/Apex Meeting Summary

June 25, 2018 4:00PM

I. President Jerry Vickers

Jerry Vickers stated the purpose of meeting was to get acquainted with Apex Management and their operating procedures.

II. Attendants

Jerry Vickers HOA President	Shawn Kent Apex
Harry Tidwell HOA Treasure	Jessie Bush Apex
Terry Baughman HOA Secretary	Sam Benefield Apex
Mark Dille HOA	

Topics Discussed

- a) Financial Documents
- b) Completed and Open Tasks Status
- c) Violations Status
- d) Delinquent Association Owners
- e) Communication procedures for Owners
- f) Priority of tasks High (1 day)- Normal (3days) -Low (7days)
- g) Payment schedules
- h) HOA Board expectations

III. Open Areas for Future Discussions

- a) Late Fees
- b) Reports required by By-Laws

IV. Adjournment

Jerry Vickers adjourned the meeting at 6:00 PM

Summary submitted by: Terry Baughman