

# MetroWest

METROWEST MASTER ASSOCIATION, INC.

A Corporation Not-for-Profit

NOTICE TO BOARD MEMBERS  
OF  
CLOSED MEETING OF BOARD OF DIRECTORS

Notice is hereby given that a Closed Meeting of the Board of Directors of MetroWest Master Association, Inc., will be held at the following date, time and place:

Date of Meeting: September 14, 2023  
Time of Meeting: 3:00 PM  
Place of Meeting: MetroWest Master Association *via virtual conference*  
2121 S. Hiawassee Road, Suite #132  
Orlando, FL 32835

## AGENDA

Because the contents of the discussion will be governed by the Attorney-Client Privilege, this Meeting will be CLOSED to all Members.

The order of business of the Closed Meeting of the Board of Directors shall be as follows:

- I. ESTABLISH A QUORUM
- II. CALL TO ORDER/ PROOF OF NOTICE
- III. SECRETARY – Appoint Secretary for the Meeting for the sole purpose of taking the Minutes of the Organization.
- IV. ORDER – We will follow Robert’s Rules of Order, incorporating Board-approved amendments to Board meeting structure
- V. READING OF MINUTES OF PREVIOUS MEETING(S)
- VI. PENDING, PROPOSED, POTENTIAL LITIGATION
- VII. ADJOURN