

# MetroWest

MetroWest Master Association, Inc.  
2121 S. Hiawassee Road, Suite #132  
Orlando, FL 32835

## **SECOND NOTICE OF ANNUAL MEETING**

NOTICE IS HEREBY GIVEN that the Board of Directors ("Board") of MetroWest Master Association, Inc. ("Association"), has scheduled the **Annual Meeting** to be held at the following date, time and place:

Date of Meeting: Thursday, December 7<sup>th</sup>, 2023  
Time of Meeting: 5:00 PM  
Place of Meeting: MetroWest Master Association Headquarters  
2121 S. Hiawassee Road #132  
Orlando, FL 32835

### **AGENDA**

The order of business of the Open 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)
  - a. Approval of 10/24/2023 Board Meeting Minutes
- VI. NEW BUSINESS
  - a. Introduction of Board
  - b. Reorganization of Board
  - c. President Update
  - d. Public Safety
  - e. 2023 Annual Report
  - f. 2024 Calendar & Board Strategy Workshop
  - g. Other
- VII. PUBLIC COMMENTS
- VIII. ADJOURN