

# Metrowest

METROWEST MASTER ASSOCIATION, INC.  
A Corporation Not-for-Profit

NOTICE TO ASSOCIATION AND BOARD MEMBERS  
OF  
MEETING OF BOARD OF DIRECTORS

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

Date of Meeting: April 10, 2024  
Time of Meeting: 3:30 p.m.  
Place of Meeting: MetroWest Master Association – *in person or Zoom*  
2121 S. Hiawassee Road, Suite 132  
Orlando, FL 32835

## AGENDA

The order of business of the regular 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 2/7/2024 Annual Board Meeting Minutes
- VI. NEW BUSINESS
  - a. 2023 Annual Financial Audit & 2023 Taxes
  - b. 2024 CPA Engagement
  - c. Reserve Study
  - d. Irrigation Repairs
  - e. Design Review Board Committee
  - f. Board Orientation
- VII. PUBLIC COMMENTS TO AGENDA ITEMS
- VIII. ADJOURN