

**MINUTES OF DIRECTORS AND OFFICERS MEETING
OF
MILLWOOD PLANTATION
PROPERTY OWNERS' ASSOCIATION INC.**

A regular meeting was held on August 3rd, 2019 at the Manor Community Center, Manor, Georgia. Members of the Board in attendance were Billy Smith, Hal Hodges, Zyn Yarborough, Frank Bartanowitz and Les Peterson (via phone).

The meeting was called to order by Billy Smith at 8:03 a.m.

Minutes of the previous meeting were read and unanimously approved.

Old business:

- Roads to be added to the list for grading and mowing
- Status of the blueberry issue
- New candidate statement.

New business:

- Meeting schedule.

Casey Jeffers was in attendance and introduced herself as a candidate for consideration to the board of directors. She then departed. Zyn moved, Hal seconded and it was unanimously approved that Casey be appointed to the board to fill the vacancy left by Barry Tanner.

The blueberry case was discussed to give background to new members of the board of directors. It was noted that because the appeal has been scheduled and a point of contact has been requested to coordinate contacts for testimony, Zyn would be the single point of contact to work with the attorney. It was agreed that all correspondence would be through email to/from the association email account only.

Les was reminded that a notification email should be drafted to be approved by the board prior to sending via email and postal mail. Les agreed to submit the draft for review.

Zyn discussed the importance of Frank Bartanowitz becoming more active in the execution of the secretary duties.


Discussed the importance of responding to emails in a timely manner. Zyn suggested that any important emails should be responded to within 3 days. Les mentioned that since all board members have access to the association email account, that after reading an email that they would not be responding to, it should be set to "Unread" so that others will read it.

Discussed the condition of Thornbird road between Hasty Rd and Chickadee road. It was suggested that clay be purchased. No action was taken.

Discussed the meeting schedule with regards to holidays. Hal moved, Zyn seconded and it was unanimously carried that we would move the meetings to the 2nd Sunday of each month.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, it was adjourned at 10:32am.

October 13, 2019
Date of Approval



Leslie Peterson, Secretary