

[Insert name of homeowners association]

200x ANNUAL MEETING

[Insert time of meeting]

[Insert day and date of meeting]

[Insert location of meeting]

AGENDA

CALL TO ORDER

APPROVAL OF [prior membership meeting] MINUTES

NOTE: Minutes of a general membership meeting must be approved at the next following general membership meeting.

OLD BUSINESS

REPORTS OF OFFICERS AND COMMITTEES

- President's Report
- Finance Committee
- Committee Report
- Committee Report

NEW BUSINESS

- Approval of Annual Fee for 200x
- Approval of 200x Reserve Fund projects
- Election of Director
- Other (list)

MEMBER COMMENTS

NOTE: This is the opportunity given to members to comment on any matter not otherwise included on the agenda..

ADJOURN