

## **MINUTES – Design Review Board Monthly Meeting November 17, 2023**

Attendees: Marie Hawkins, Chair; Barb Flynn, Tom Simms

Meeting began at 10 AM.

Two homeowners provided all documents required for a new roof.  
(#29 & #34)

Permit remains open for one Homeowner who had a new air conditioner installed. (#30) Barb will follow up.

Homeowner request for new windows. No documents yet received. Barb will follow up and assist our Homeowner. (#33)

Homeowner cancelled application. He determined only repairs required for his well. (#25)

Seventeen (17) total new applications this time period – 13 Digital and 4 hard copy through Clubhouse box.

No Homeowners attended the meeting.

Marie Hawkins, Barb Flynn and Tom Simms have assisted Homeowners with processing of the digital applications.

The last HOA Forum held Nov 9<sup>th</sup>, 2023, conducted by Betsy Papamitrou, focused on DRB Digital Application training. Only a handful of Homeowners attended.

Meeting adjourned at 10:10 AM.

Marie L Hawkins  
Chair, Design Review Board  
ATT: Listing of Applications