

PROPERTY OWNERS ASSOCIATION www.covestwo.com - covestwo@gmail.com

Board of Directors Virtual Meeting March 2, 2021 – 6:00 p.m.

AGENDA

Call to Order: President Paxton

Roll Call: President: Kristifier Paxton

Vice President: Houston Murillo

Treasurer: John Gay Secretary: Denise Corbin

At Large Position: Kylie Helmick

Approval of February 2, 2021 Virtual Meeting Minutes

Financial Report

Old Business:

1. Resolution 2021-001: Covered Entertainment Areas, Guest Houses, Pool Houses, Storage Buildings, Additions or Other Structures

New Business:

Resolution 2021-003: Neighborhood Watch Committee
 Resolution 2021-005: Rules of Order of the Association

Announcements

1. Meetings changing to quarterly. Next meeting is currently scheduled for July 6, 2021.

Adjournment



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Board of Directors Virtual Meeting February 2, 2021 Minutes

President Kristifier Paxton called the virtual meeting to order at 6:00 p.m. on February 2, 2021.

Roll call was taken with President Paxton, Vice President Murillo, Treasurer Gay and Secretary Corbin in attendance. At large representative Helmick was absent at roll call but joined the meeting a short time later. One home owner was also present along with Tripp Halbert and Vaughn Knight of the Knight Law Firm.

The minutes of the January 5, 2020 virtual special meeting were posted on the Coves II website so were not read at this time. Secretary Corbin made a motion to approve the minutes with a second from Treasurer Gay. All present vote yes, motion passed. The minutes of the Architectural Control Committee meeting held on January 5, 2021 were also posted on the web site and Vice President Murillo made a motion to approve those minutes, with a second from Secretary Corbin. All present vote yes, motion passed.

Treasurer Gay presented a financial report for the month of January. It was reported we had a beginning balance of \$14,177.86 with \$0.00 income and \$699.69 in expenses for the month leaving an ending balance of #13,478.17. The 20201 dues statements were mailed at the end of January, due in 30 days.

Old Business: None

New Business:

- 1. Resolution 2021-002: Legal Services for the POA with Knight Law Firm. Resolution 2021-002 was read at this time. Following discussion and some questions for the Law Firm, Vice President Murillo made a motion to approve Resolution 2021-002, with a second from Treasurer Gay. All present vote yes, motion passed.
- 2. Resolution 2021-001: Covered Entertainment Areas, Guest Houses, Pool Houses, Storage Buildings, Additions or Other Structures. Resolution 2021-001 was read by President Paxton and a lengthy discussion followed. There were several questions and suggestions from the Board and also the Homeowner in attendance. President Paxton made a motion to table



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Resolution 2021-001 until the March meeting, with a second from Vice President Murillo. All present vote yes, motion passed.

3. Resolution 2021-004: Reimbursement of Funds – Office Expenses, Decoration and Solar Lighting for the POA. President Paxton presented Resolution 2021-004 and Secretary Corbin made a motion to approve Resolution 2021-004 with a second from President Paxton. Motion passed 4-0 with Treasurer Gay recusing.

Announcements:

- 1. President Paxton suggested that after the March meeting, the Board meet Quarterly and the Annual POA meeting to be held in October.
- 2. At this time it is hopeful we will be able to have an in person meeting for the Annual Meeting but the Board meetings would continue to be virtual. This will be addressed again at the meeting in July.

There being no further business, Vice President Murillo made a motion to adjourn, with a second from Secretary Corbin. All present vote yes. President Paxton adjourned the meeting at 7:27 p.m.

PASSED AND APPROVED on March 2, 2021

APPROVED:

ATTEST:

Tristifier Paxton, President

Denise Corbin, Secretary



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FILE NUMBER RES 2021-001

COVERED ENTERTAINMENT AREAS, GUEST HOUSES, POOL HOUSES, STORAGE BUILDINGS. ADDITIONS OR OTHER STRUCTURES

WHEREAS, Covenants Part 9, Section (a) states "Residential Lots. All Lots within the Subdivision shall be used, known and described as Residential Lots. Only one single family residential dwelling consisting of not less than 1,100 square feet of heated and cooled finished space shall be permitted on each Lot. In addition, only customary and usual necessary structures may be constructed on each Lot as may be permitted by the City. No building or structure intended for or adopted to business purposes shall be erected, placed, permitted or maintained on any Lot. This Covenant shall be construed as prohibiting the engaging in or practice of any commerce, industry, business, trade or profession within the Subdivision and/or within any Lot. The restrictions on use herein contained shall be cumulative of and in addition to such restrictions on usage as may from time to time be applicable under and pursuant to the statutes, rules, regulations and ordinances of the City or any other governmental authority or political subdivision having jurisdiction over the Subdivision"; and

WHEREAS, Covenants Part 9, Section (c) states "Submission of Plans. In order to maintain a beautiful and pleasing setting in the Subdivision two (2) sets of building and site improvement plans and specifications must be submitted to the Architectural Control Committee ("Committee") for its approval prior to the commencement of construction. The Committee shall act to enforce the requirements of these Covenants in a reasonable manner. The Committee has the authority to maintain the architectural conformity of the Subdivision, and in consideration thereof shall determine that the proposed construction shall not detract from the development and shall enhance the purpose of the development to provide a beautiful and pleasing setting in the Subdivision. The Committee shall consider such matters as the proposed square footage, location, materials, exterior style and landscaping, etc. The Committee may adopt rules or bylaws explaining the mechanics of its operation and providing for a twenty-one (21) day maximum time within which plans must be reviewed and approved or disapproved after submission, and if not approved or disapproved in that period, that the same shall be considered as automatically approved. The Board may also exercise the duties of the Committee in the event the Board deems it necessary and efficient to do so"; and

WHEREAS, the Covenants Part 9, Section (h) states "Garage and Detached Structures and Storage Buildings. All residences constructed in the Subdivision shall have a private garage to accommodate a minimum of one (1) automobile. No carports are allowed on the side, rear or front yards of any Lots. Each garage shall be fully enclosed and contain a full-length overhead style door. All garage doors are to be kept closed when not entering or exiting the garage. Any detached structure to be built on a Lot,



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such as a covered entertainment area, guest house, pool house, storage building, or other structure, shall conform to the basic styling and materials of the residential dwelling. Any detached structure contemplated for construction by any home owner or lot owner must, prior to construction, submit acceptable plans to the Committee for approval. The Committee has complete and sole discretion to approve, modify, deny or change any request for an addition to any existing structure"; and

WHEREAS, the Covenants Part 9, Section (f) states "Additions to Existing Structures. All additions shall conform to the basic styling and materials of the dwelling on any Lot. All additions shall fall within the building set-backs on said Lot and shall not be placed over any drainage or utility easement. All improvements shall be constructed in accordance to applicable City codes, rules and regulations. Any additions contemplated by the home owner or lot owner must submit plans prior to construction to the Committee for approval. The Committee has complete and sole discretion to approve, modify, deny or change any request for an addition to an existing structure."

NOW THEREFOR, BE IT RESOLVED BY THE BOARD OF DIRECTORS:

<u>Section 1</u>: The Board of Directors considers a "residential dwelling", "single family home" or "dwelling" as the primary single-family structure consisting of not less than 1,100 square feet of heated and cooled finished space fronting the street as originally built on the lot, or rebuilt in the <u>approximate</u> footprint of the original structure in the event the original construction is demolished, destroyed, or otherwise replaced. A construction of a new residential dwelling requires review and approval of the Architectural Control Committee.

<u>Section 2</u>: The Board of Directors considers a "Pool House or Guest House" as an "Accessory Dwelling Unit" (or ADU). An ADU shall meet the minimum requirements of the Covenants, City Ordinances, and State or Federal Laws.

<u>Section 3</u>: The Board of Directors authorizes for consideration to the Architectural Control Committee for not more than one ADU per lot, which must conform to the basic styling and materials of the residential dwelling.

<u>Section 4</u>: Storage Buildings, Covered Entertainment Areas (e.g. non-vehicular use pergolas, gazebos, or covered patio), and/or other structures must be considered and reviewed on a case-by-case basis by the Architectural Control Committee. Storage Buildings that exceed 144 square feet shall automatically be considered an ADU by the Board of Directors. A single storage building that is 144 square feet or less will be considered as a "Shed" by the Board of Directors, and does not require approval of the Architectural Control Committee. Sheds must comply with ordinance by the City of



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Fayetteville, and any other local, state, or federal laws. More than one shed per lot requires review and approval by the Architectural Control Committee. The Architectural Control Committee may not consider more than one shed if there is an existing detached ADU or any other covered areas such as chicken coops, covered dog pins, or any other covered non-vehicular storage areas. Any item not listed here will be at the discretion of the Architectural Control Committee chairperson's determination for consideration. No more than two structures of any kind may be considered by the Architectural Control Committee per lot in addition to the residential dwelling, including sheds.

<u>Section 5</u>: The Architectural Control Committee may not consider two (2) story ADUs or taller for approval. Two (2) story or taller storage buildings, sheds, ADUs, or any building other than the primary residence is prohibited.

<u>Section 6</u>: An ADU attached or within the residential structure will be considered an addition by the Architectural Control Committee, and must conform to the Covenants Part 9, Section (f). Additions that require an Accessory Dwelling Unit approval by the City of Fayetteville shall be considered as the "one ADU, which shall conform to the basic styling and materials of the residential dwelling" as discussed in Section 3 of this Resolution. An ADU must face the City Street or the City Trail for lots along City of Fayetteville trail easements, and must meet the City of Fayetteville requirements for Accessory Dwelling Units.

<u>Section 7</u>: The Architectural Control Committee will require the ADU to have one dedicated paved or gravel parking in addition to existing parking prior to the construction of the ADU with an appropriate Private Access Easement to the right-of-way. Any such requirement is in addition to any Code required by the City of Fayetteville. Demonstrated parking must be fully within the Lot, and must not be considered in right-of-way, grass, or common space.

<u>Section 8:</u> Owners are not be permitted to add additional curb cuts to any lot at the City Street for any reason.

<u>Section 9</u>: Owners are required to receive any and all required City, State, or Federal approvals and permits prior to any construction. Architectural Control Committee Determinations should not be considered as an authorization to build without first acquiring any and all required permits.

Section 10: No structure may be placed on Common Properties by Owners.



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<u>Section 11</u>: No structure may be placed on POA Easements, nor in areas prohibited for by local, state, or federal ordinance or law.

<u>Section 12:</u> Covered parking areas and/or carports, either temporary or permanent, attached or detached from the residential structure or an ADU, are prohibited.

<u>Section 13</u>: Covered Entertainment Areas, Guest Houses, Pool Houses, Storage Buildings, Additions and other structures must be completely within the rear of the residential dwelling. A minimum setback from any property line of 15-feet will be required for any Accessory Dwelling Unit. A six-foot-tall wood privacy fence is required for any yard area where an Accessory Dwelling Unit is proposed in order to ensure privacy for neighboring Owners.

Section 14: The Architectural Control Committee reserves the right to approve or deny any proposal by a simple majority vote of the whole Committee of five members, or at least 3 votes to approve or deny. The Architectural Control committee requires 3 members as appointed by the POA President, and all must to be present for quorum as appointed by the President of the POA.

<u>Section 15</u>: All other requirements as listed in Covenants, City of Fayetteville Ordinance, State & Federal Law apply in addition to this policy.

<u>Section 16</u>: Construction must be limited to 6:00am – 8:00pm. Best stormwater management practices must be taken to prevent mud and sediment in the street, in common areas, and on neighboring properties. Stockpiles must be maintained on the lot and not on sidewalks, streets, or common areas. Stockpiles must be removed or used within 30 days.

<u>Section 17:</u> Construction on any lot may not result in changes to drainage that would impact a neighboring property owner. All lots must drain either to the street or a drainage easement.

Section 18: Appeals of the Architectural Control Committee may be requested in writing within 10 days to the Secretary and presented at the next full meeting of the POA to all Owners. An owner may not resubmit the same request within 1 year of the denial, unless the President determines that major modifications have been made to the request that could change the consideration. An exception to this requirement is if the item is tabled. Tabling an Architectural Control Committee item will be considered a denial of the original request as requested which must be heard again within 21 days of resubmittal of any changes. The Committee may not table the same item more than 2



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times. Appeals may not be considered for projects rejected by Local, State, or Federal governing bodies. a greater governing body, such as the City of Fayetteville.

Section 19: Construction of covered entertainment areas, guest houses, pool houses, storage buildings, additions, or other structures without approval from the Architectural Control Committee, and/or any violation of this policy, will result in a Stop Work Order in writing by the POA President or Vice-President. Failure to Stop Work until approval may result in a \$25 per day fine, which will be charged to the property owner as an individual assessment, including the day which the Stop Work Order was issued. The Individual Assessment must first be approved by the Board of Directors in a manner pursuant to the Privacy Policy. Any work that is completed prior to the Architectural Control Committee approval may require changes, or may be approved or denied, by the Architectural Control Committee. The Architectural Control Committee must provide a date to complete any required revisions or removal. Beyond the date specified, the owner will continue to be assessed \$25 per day fine unless the President or Vice-President provides a 30-day extension. The President or Vice-President may only grant one extension. Beyond the 30-day extension, the owner will continue to be assessed \$25 per day fine. Liens will be placed on the homeowner in increments of \$500.

APPROVED:

ATTEST:

Wristifier Paxton, President

Denise Corbin, Secretary

PASSED and APPROVED on (DATE)



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FILE NUMBER RES 2021-003

NEIGHBORHOOD WATCH COMMITTEE

WHEREAS, the Covenants of the POA, Section 3. Assessments, part (b) Purpose states "The assessments levied by the Board on behalf of the Association shall be used to promote and maintain the health, safety and welfare of the Members of the Association and in particular for the maintaining, improving and preserving in a good state of repair the entrances to the Subdivision and such other common areas which are maintained by the Association, whether owned by the Association or by Lot Owner and maintained by the Association. The assessments shall also serve the purpose of proportionately maintaining and servicing the Detention Pond located on Lot 7 of the Holland Crossing West Commercial Subdivision which shall serve the Coves II Subdivision"; and

WHEREAS, the Bylaws of the POA, Article IX Part 9.2 Purpose states "The assessments levied by the Board on behalf of the Association shall be used to enhance the natural environment, appearance and beauty of the Subdivision, promote the health, recreation, safety, and general welfare of the residents, and maintenance, repair and improvement the Common Properties. The assessments shall also serve any specific purposes set forth in the Declaration"; and

WHEREAS, owners within the POA have demonstrated a desire to operate a Neighborhood Watch program in order to promote safety and general welfare of the residents.

NOW THEREFOR, BE IT RESOLVED BY THE BOARD OF DIRECTORS:

<u>Section 1</u>: The Board of Directors authorizes a Neighborhood Watch Committee of three voting members, age 18 or older, that must be owners or tenants residing within the subdivision.

<u>Section 2</u>: The Neighborhood Watch Committee is to be chaired by a Chairperson who must be a member of the POA Board of Directors, a Secretary that may be any owner or tenant, and a Treasurer that may be any owner or tenant. The Chairperson shall preside over all meetings. The Chairperson shall give an update to the Board of Directors at each regularly scheduled Board Meeting or Annual Meeting. The Secretary shall take minutes for all meetings and submit a copy of said minutes to the Secretary of the POA after each meeting with a signature from the Chairperson. The Treasurer shall keep records of any funds spent and shall prepare the annual budget in conjunction with the Chairperson and Secretary. The treasurer of the Neighborhood Watch Committee



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shall work with the POA Treasurer to pay for any items that are approved in the annual budget for the Neighborhood Watch Committee.

<u>Section 3</u>: The Neighborhood Watch Committee will submit an annual budget to the Treasurer in January of each year which must be reviewed and approved by the Board of Directors. The budget must be limited to items that would assist in the security and general welfare of the residents of the Coves Phase II.

<u>Section 4</u>: Neighborhood Watch Committee members will be appointed after each election by the POA President. The POA President, or the Board of Directors by simple majority, may dismiss and replace any member of the Neighborhood Watch Committee for any reason other than sex, race, ethnicity, religion, or other protected status at any time.

<u>Section 5</u>: Meetings of the Neighborhood Watch Committee are at the discretion of the Chairperson of the Committee, but must be available for all Owners and Tenants.

<u>Section 6</u>: The Board of Directors does not authorize any member of the Neighborhood Watch Committee to act in a manner that would violate Local, State, or Federal laws.

<u>Section 7</u>: The Board of Directors prohibits the use of any physical force, weapons, or other practices that would endanger or otherwise disturb the peace of owners, residents, tenants, guests, or others.

<u>Section 8</u>: The Board of Directors prohibits harassment of any member and does not authorize members to act on behalf of the POA, owners, tenants, or others.

<u>Section 9</u>: The Board of Directors prohibits ad hominem announcements, attacks, conversations, or comments regarding owners, tenants, or others. Any materials distributed must be general information in nature and provided to all owners and tenants residing in the POA.

<u>Section 10</u>: The Board of Directors authorizes the Neighborhood Watch Committee to coordinate with the City of Fayetteville Police Department on behalf of the Board of Directors to establish best management practices and participate in community programs endorsed by the Fayetteville Police Department.

<u>Section 11</u>: To establish any rules or policies, to enter into any contract, or use of POA funds, the Neighborhood Watch Committee must present a Resolution to the Secretary



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of the POA Board of Directors, forwarded by the Neighborhood Watch Committee by majority vote of the Committee, which will be voted upon by the Board of Directors.

<u>Section 12</u>: The purpose of the Neighborhood Watch Committee shall be informational in nature to provide information, signs, and materials to members, and to communication with local Police officials, and other such information-based security measures. The Neighborhood Watch Committee is not intended to act as a security force, police force, or any similar activities.

<u>Section 13</u>: If at any time there are inadequate volunteers or members on the Neighborhood Watch Committee, the Committee shall be dissolved by a simple majority vote of the Board of Directors and any funding earmarked for the Committee shall return to the Arvest Bank Account general fund.

PASSED and APPROVED on 03/02/2021		
APPROVED:	ATTEST:	
Kristifier Paxton, President	Denise Corbin, Secretary	



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FILE NUMBER RES 2021-005

Rules of Order of the Association

WHEREAS, Covenants of the POA, Section 4. Duties and Powers of the Association states "The affairs of the Association shall be conducted by its Board. In addition to the duties and powers of the Association as set forth in the Bylaws, or as hereinabove set forth, and in order to carry out the obligations of the Association, the Board shall have the following rights and powers (...)"; and

WHEREAS, the Bylaws of the Association states in Article II, part 2.3 <u>General Authority</u>. "The Association is charged with the duties and has the powers prescribed by Ark. Code Ann. S 4-28-601, et seq., and as set forth in the Declaration and these Bylaws, to perform all such acts as may be necessary or desirable to enforce the provisions of the Declaration, these Bylaws and any rules and regulations duly adopted by the Board of Directors with regard to the Subdivision"; and

WHEREAS, the Rules of Order for the Board of Directors and POA meetings have not been established.

NOW THEREFOR, BE IT RESOLVED BY THE BOARD OF DIRECTORS:

<u>Section 1</u>: <u>Agenda</u>. All items for discussion or action at any Board or POA meeting shall be included in a Final Agenda provided to the Board of Directors and viewable by all members on the www.covestwo.com website at least 7 days prior to the meeting.

<u>Section 2</u>. <u>Board Members and Quorum</u>. The President of the POA shall be the presiding officer over all meetings of the Board of Directors and POA meetings. In his or her absence the Vice-President shall preside and in his or her absence the Secretary shall preside, in that order. The Board Member presiding over any meeting shall break any tie vote. A minimum quorum of 3 directors must be present in order for a Board of Directors or POA Meeting to occur.

<u>Section 3:</u> <u>Rules of Conduct:</u> All Directors shall monitor rules of conduct for all meetings of the Board of Directors and the POA with the following considerations:

3.1) All owners and Board Members must be recognized by the presiding officer prior to speaking to keep order in all meetings, unless open discussion is recognized by the presiding officer on any given topic. Such conduct will require a "Point of Order" from any Board member and the presiding officer shall determine if a point is made. If the point is made, the presiding officer



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- may either give a verbal request for the action to discontinue, or may end the speaking time of the individual that was recognized.
- 3.2) All owners shall be prohibited from inappropriate language such as cursing, elevated voices, and accusations and inferences to character of other owners or Directors. Such conduct will require a "Point of Order" from any Board member and the presiding officer shall determine if a point is made. If the point is made, the presiding officer may either give a verbal request for the action to discontinue, or may end the speaking time of the individual that was recognized.
- 3.3) Any owners that have suspended voting rights pursuant to the Bylaws of the Association as described in the Covenants shall be announced by the presiding officer as "As a Point of Order, the Chair revokes one vote from the (Ayes or Nays) pursuant to the Bylaws of the Association which have identified one member that has cast their vote in (favor or against) this item as ineligible. Pursuant to Resolution 20-008 Privacy Policy, that member will not be publicly identified by the Chair."

<u>Section 4</u>: <u>Rules of Order</u>: The presiding officer will observe Robert's Rules of Order to the best of his or her ability.

<u>Section 5</u>: <u>Board of Directors Meetings</u>.

- 5.1) The Board of Directors meetings may be called to order by the presiding officer if quorum is met at the time announced at least 10 days prior to the meeting.
- 5.2) The presiding officer shall request that the Secretary call roll.
- 5.3) Secretary shall call roll. In the absence of the Secretary, the presiding officer will call roll.
- 5.4) The presiding officer will request a motion for the approval of the minutes from the previous Board or POA meeting.
- 5.5) The presiding officer will request a Financial Report.
- 5.6) The presiding officer will present "Old Business" items as announced at least 10 days prior to the meeting.
- 5.7) The presiding officer will present "New Business" items as announced at least 10 days prior to the meeting.
- 5.8) The presiding officer will present any announcements.
- 5.9) The presiding officer will request a motion to adjourn, and upon the motion being seconded by another member, may adjourn the meeting without the need for a vote.

Section 6: POA Meetings



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- 6.1) The Annual or Special POA meetings may be called to order by the presiding officer if quorum is met at the time announced at least 30 days prior to the meeting.
 - I. To call an Annual Meeting to order the presiding officer shall read the following:

"I, (state your name), the elected (state your position) of THE COVES II, A SUBDIVISION TO THE CITY OF FAYETTEVILLE, WASHINGTON COUNTY, ARKANSAS, hereby attest that pursuant to the Declaration of Covenants, Conditions and Restrictions of the POA that proper notice has been given to all owners as defined in the Covenants.

Quorum for this meeting will be determined as defined within the Bylaws of the Association as filed for record on the 19th day of February, 2016.

Madam (or Mister) Secretary, will you please call the roll and report."

- 6.2) Secretary shall call roll of all owners. In the absence of the Secretary, the presiding officer will call roll. The Secretary will report the number of owners present.
 - 6.2)1. If at least <u>27 Members</u> are present, the presiding officer shall announce the following:
 - "Pursuant to the Covenants and Bylaws of the Association, a 60% quorum has been achieved and therefore actions may be made to change the Covenants of the Association and changes to the Bylaws are therefore permitted by a vote in favor requiring 27 Aye votes to amend the Covenants, and requiring 23 Aye votes to amend the Bylaws."
 - 6.2)2. If <u>23-26 Members</u> are present, the presiding officer shall announce the following:
 - "Pursuant to the Covenants and Bylaws of the Association, a 60% quorum has not been achieved and therefore no actions may be made to change the Covenants of the Association. A 50% quorum has been achieved, and changes to the Bylaws are therefore permitted by a vote in favor requiring 23 Aye votes."
 - 6.2)3. If less than 23 members are present, the presiding officer will announce the following:



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"Pursuant to the Covenants and Bylaws of the Association, quorum has not been achieved for this meeting. No changes may be permitted to the Bylaws or Covenants of the Association, and further action is required by the Board of Directors. Do I have a motion from a member of the Board of Directors to Suspend the Rules and to allow New Business to be heard with a simple majority of those present and by-proxy to pass any resolutions here-in that may not request changes to the Covenants nor the Bylaws of the Association?"

If the motion is approved, the presiding officer will move to the next item of business. If the motion is denied, the presiding officer must adjourn the meeting.

- 6.3) The presiding officer will announce the following:
 - "The Annual Business Meeting is now in session. Please note that open commenting will be after regular business has concluded. Each item is subject to comments from each owner."
- 6.4) The presiding officer will request a motion for the approval of the minutes from the previous Board or POA meeting.
- 6.5) The presiding officer will request a Financial Report.
- 6.6) The presiding officer will present "Old Business" items as announced at least 30 days prior to the meeting.
- 6.7) The presiding officer will present "New Business" items as announced at least 30 days prior to the meeting.
- 6.8) The presiding officer will open the floor to questions, concerns, and discussion among all owners.
- 6.9) The presiding officer will present any announcements.
- 6.10) The presiding officer will request the following from the Secretary, or in the absence of the Secretary, a predetermined officer from the Board of Directors:
 - "Madam (or Mister) Secretary, is there any additional business concerning matters of the Association?"
- 6.11) The presiding officer will make the following open request:
 - "Does any owner have any further business prior to the conclusion of the (year) Property Owners Association Meeting?"
- 6.12) The presiding officer will state the following:



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"Seeing that all business of the Association has been settled at this time, Mr. Vice-President (or other officer if the Vice-President is not present), will you please provide the Motion to Adjourn?"

6.13) The Vice-President will read the following:

"Mister (or Madam) President. All business of THE COVES II, A SUBDIVISION TO THE CITY OF FAYETTEVILLE, WASHINGTON COUNTY, ARKANSAS is settled to date. Any matters of dispute or disagreement with respect to the interpretation or application of the provisions of the Covenants are now final and binding upon all Owners. Mister (or Madam) President, I move to adjourn this meeting of the POA."

6.14) Any member may second the motion and the presiding officer shall adjourn the meeting.

PASSED and APPROVED on (DATE)

APPROVED:	ATTEST:
Kristifier Paxton, President	Denise Corbin, SECRETARY