

# Annual Meeting of The Lakewood Homeowners Association

## Meeting Date and Time:

May 12, 2025  
6:00 PM

## Meeting Location:

Lakewood Clubhouse  
7317 Lakewood Dr  
Austin, Texas 78750

## Expected Board Members Present at the Meeting:

Michelle Polasek, President/Acting Treasurer  
Dave Brockman, Vice-President  
Lee Rutledge, Secretary  
John Harris, Communication Director  
Shawn Jamail, at large Director  
Also in attendance, Carol Wolf, Property Manager

### I. Meeting Called to Order

- Current Board Introductions
- Verify Quorum (89)
- Review Rules of Order

### III. Review of Financials - President

### IV. Board of Directors Report (2024-2025) - President

- Launch of TownSQ
  - Registration opportunities
- New Crosswalk
- Pool Renovation
- Property Cleanup
  - Firewise
- Overview of 2024 Projects

### V. Volunteer Opportunities - Secretary

- Cul-de-Sac Captains
- Firewise
- Liaison with Loop 360 Project

### VI. Results of the Vote for New Board of Directors

- Presentation of Certificate of Appreciation to the President
- Welcome to new board members

### VII. Q & A - Communication Guidelines

- One speaker at a time - wait to be recognized by the president
- Be respectful
- Comments should be concise and relevant to the agenda
- Avoid interrupting others while speaking