

**Towne Square HOA  
Monthly Meeting  
Date: 5/19/26  
Location: The Villas**

**DRAFT**

**Meeting Minutes:**

Meeting called to order 5:30 pm by Nancy Roy

Quorum Established: yes.

See sign in sheet for attendance.

**Secretary's Report:**

Nancy motion, Adrienne second, all in favor

**Treasurer's Report:**

PNC Operating: \$57,422.85

PNC Contingency Reserve: \$42,508.91

PNC Roof Account: \$ 73,242.65

Totals as of \$173,174.41

Adrienne first to approve, second Angela, all approved

**Committee Reports**

**Architectural:**

See concrete below.

**Social:**

Planning is happening for a future event

**Budget:**

The budget committee will be meeting every month at 430 before the monthly meeting. The budget numbers are being researched. Everyone is welcome to attend.

**Landscape:**

Wallace fixed the irrigation system. All plants have come back and pool could use a few more plants. Pine straw (Lucky's pinestraw also does pressure washing)

Wallace provided a contract for irrigation for the Board to consider. Nancy to contact them with further questions regarding their service. Adrienne to send out an email to gauge interest in homeowner paid service from Wallace.

**New Business:**

Pressure Washing – Jamie collected quotes for pressure washing. Need to identify the sidewalks and driveways that need it. All other concrete would not be included. Nancy makes motion to hire Aquatech, Adrienne Second, all in favor.

Common Area Security Cameras – discussed. Further information to be gathered.

Handyman – Angela provided the contact for a handyman.

Connie Shannon E3 Door Replacement – Nancy to get quote for new door

Annual Siding Inspection – quotes to be gathered.

**Old Business:**

Concrete – Curb and curb skirts were examined. G3-4, J1 front corner, J4 front corner/driveway, M5 curb, A3-4 curb hazard. Some quotes are being gathered.

Magnolia Tree E2 – Nancy to contact tree company to get a quote. All in favor. (Lawn Masters)

Pool Repair Update – New pump to be installed by Aqua Pools.

Fence Repair Update – Still pending.

Pool House Water Leak – The roof is leaking. Taylor roofing will provide an estimate. Nancy to contact Guy Brothers, the original vendor.

Pool tile repair – Aqua Pools (Zeke)

Roofing – quotes being gathered.

**Owner Participation:**

Lockbox needs to be remounted.

Flags are going out for Memorial Day.

**Action Items:**

- Nancy to contact Wallace with further questions regarding their service.
- Adrienne to send out an email to gauge interest in homeowner paid service from Wallace.
- Nancy to contact tree company to get a quote. (Lawn Masters)
- Fence repair
- Jamie to continue with the architecture committee to solidify concrete quotes, SOW and materials expectations
- Post pressure washing quotes. Get quotes for more limited areas from Aquatech.
- Email regarding vandalism
- Siding companies to be contacted for quotes.
- Contact Guy Brothers about pool leak

Adjourned at 630