

**Sterling Woods II – Master Board  
Monthly Meeting  
December 14, 2011**

**Open Session**

**Home Owners Forum:**

Privilege of the Floor (if a Unit Owner has requested to speak).

- No Unit Owners have requested to speak.

**Approval of the minutes:**

From the November 16, 2011 Master Board Meeting – Open Session (pages 40-42).

**Treasurers Report:**

Review of financial reports (financials and resale log are on pages 43-48).

**Committee Reports:**

Master Landscaping Committee, per Carole Torro (pages 49-51).

Master Maintenance Committee, per George Torro (pages 52).

**Management Report:**

REI's report on follow ups from the November 16, 2011 meeting (pages 53-55).

Quotes/Proposals (nothing at this time).

Various enclosures that require your review (nothing at this time).

Miscellaneous enclosures (pages 56-77).

New Business:

- Master Board Officer Election.

**Tickler Issues:** Records retention; send out letter requesting unit owners update their vehicle information; annual city registration; CPA engagement letter will be requested and entrance road reconciliation.