**ABC Homeowners Association Newsletter**

Address

**LETTER FROM THE BOARD PRESIDENT**

Date

This should contain a message from the chairman or president of the association’s board. The letter should consist of a summary of the newsletter as well as important issues within the community. Keep it brief.

**TITLE OF ARTICLE**

Author’s Name

Articles should be informative and engaging. Article ideas include tips for homeowners (fire safety, emergency preparedness, general safety, how-to’s, etc.), project initiative details, neighborhood news, and the like.

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| **BOARD MEETING NOTES**  Date of Board Meeting  This should include a summary of the discussions and resolutions made at the most recent board meeting. | **FREQUENTLY ASKED QUESTIONS**  Include FAQs about your community.  **When is trash collection?**  Trash collection takes place every Tuesday and Friday at 9 a.m.  **When is the pool open?**  Pool operating hours from May to September are as follows:   * Monday to Friday, 9 a.m. to 6 p.m. * Saturday to Sunday, 7 a.m. to 8 p.m.   The pool is closed from October to April.  **When is the due date for the monthly HOA fee?**  The due date for monthly HOA fees is on the first of every month. |

**ANNOUNCEMENTS**

This is where you would include important announcements like upcoming events or birthdays.

Phone Number ● Email Address ● Website