



NORTHSTAR SUMMIT — 2024 —

COMMUNITY ASSOCIATION



18TH - 19TH JULY, 2024



NORTHSTAR CORPORATE OFFICE CONFERENCE ROOM

3650 MANSELL ROAD, ALPHARETTA GA - 30022



AGENDA

DAY 1

08:00 AM TO 05:00 PM

COMMUNITY PROPERTY MANAGEMENT

- Overview of property management principles and best practices

PROPERTY BILLING AND FINANCIAL MANAGEMENT

- Streamlined billing processes and financial oversight for community properties

COMPREHENSIVE REPORTING

- Generating and interpreting essential reports for community operations

OWNERSHIP AND MEMBER RELATIONS

- Efficient management of ownership records and member interactions

RESERVES AND FUND ACCOUNTING

- Managing reserve funds and accurate fund accounting practices

GATEHOUSE, CHECK-IN, AND FACILITY ACCESS CONTROL

- Effective management of gatehouse operations, check-ins, and facility access

DAY 2

08:00 AM TO 02:00 PM

VIOLATIONS AND COMPLIANCE MANAGEMENT

- Handling community violations and ensuring compliance with regulations

BASIC PERMIT TRACKING AND REQUESTS

- Managing permits and tracking requests efficiently

WORK ORDER MANAGEMENT

- Streamlining the process of work orders from submission to completion

COMMUNICATION TEMPLATES AND BEST PRACTICES

- Utilizing effective communication templates for various community needs

UTILIZING NS CONNECT, CLUB NOW, AND CLUB VIEW

- Leveraging these tools for enhanced community engagement and management

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