

Board Meeting Minutes

June 5, 2018

The meeting was called to order at 7:20 by Nathan Sanders, President. Six members present were Nathan, Martha Lucas, Marilyn Leffler, Katrina Burgess, Jim Burgess and Ron Walker.

Nathan requested old business be discussed with each officer/director presenting their individual reports. He reported that he has been receiving positive comments about the HOA from several residents.

Webmaster report: Jim has set up the new website; each board member has an email address with their selected password; he is working to get a secure payment system running soon. Stripes is the preferred program. Plug-ins might have an add on fee-usually \$50.

Treasurer's report: Katrina is working to reconcile the books. There are 2 HOA accounts at Woodforest Bank-new signers have been updated (Katrina & Nathan) past officers deleted from accounts and old debit cards closed and new ones have been issued. She sees no need to have two accounts, requests permission to combine both accounts into one, members present agreed to one account. Online banking (Stripes) isn't available for use right now; it was cancelled with previous website. The two electric companies have been notified of updated auto-debit information.

A check issued to the HOA in the amount of \$1490.00 from a Title Company was fraudulently cashed. (2016) Katrina is working with Capital Title Company and Wells Fargo to retrieve the Funds. She called Montgomery County Police to file a report and will follow up with them as she gets more information. A resident money order had been deposited by the prior treasurer and was returned unpaid on May 10th. The money order was dated Oct of 2016 and only just deposited. Katrina is working to receive a refund and this might take up to 30 days. Value now is \$132.

Katrina gave notification that all Board member reimbursement requests will require a receipt prior to being paid.

She will contact a local CPA and get a bid to audit the books back to 2013.

Bank Balances/Deposits and Expense report were presented. Assessments fees are being collected and delinquent notices with fees will be billed to residents after July 15th. More than 50 residents are past due.

Park Report: Ron gave an extensive assessment of the park. He and Billye Thoma spent time surveying the condition of the park. Lights broken will need replaced with covers to protect from future damage. The timer box needs a padlock - lights are on from 8:00 to 10:30 p.m. The irrigation system for the trees needs replaced. The playground equipment is in good shape. Mulch in 3 play areas needs to be cleaned out and replaced. The park needs to be treated for ants and a lot of debris needs removed. Mr. Garcia has been maintaining the park grounds for 7 years. He presented a bid in the amount of \$4000.00 that would include cleaning the flower beds, replacing the liners and mulching the play areas, removing all the debris from the front and back of the park, removing 2 trees with termite damage and treating the park for ants. A discussion among members followed and Marilyn made a motion to accept his bid; seconded by Jim. Mr. Garcia mows on a bi-monthly schedule for \$160 per mowing. Ron asked about getting bids from an electrician to take care of the electrical work that needs done. Nathan will get in contact with an electrician he knows (Terry ??) and have him get in touch with Ron. Ownership of the park was discussed. Sections 3 & 4 are not interested at this time. Ron will get in touch with White Oak

Developers to try and get a legal document granting ownership to Section 2 (deed) filed. Section 2 has incurred all the expenses to maintain the park to include liability insurance and repairs for several years.

ACC/Welcome/Neighborhood Watch: In the absence of these directors, no reports were available. A discussion was held regarding activating the Yard of the Month award again. Members decided unanimously to start this in the month of August with yards to be judged on the 5th – award will be a \$25 gift card to a local business. Residents may select the local business of their choice. (Restaurant, hardware, grocery store, etc)

Martha made a motion to close old business discussions and move on to new business. Motion was seconded by Ron.

Deed Violations: Martha reported there have been no reports received in the past month. It was mentioned that residents have complained (on the Neighborhood Watch site) of dogs running loose in the subdivision; Martha hasn't received any complaint notifications. She will look into this and send a reminder that dogs running free are in violation of the deed restrictions. Martha mentioned not receiving any violation records from the past board. She will be revising the postcard/letter that residents will receive when it is necessary to send a warning or violation fine.

Culvert Maintenance: Nathan brought up the responsibility of homeowners to maintain the culverts surrounding each property. It is the consensus of the board that each homeowner is responsible for the same and not the HOA. This is covered in the deed restrictions currently on file.

Newsletter Suggestions: Marilyn asked for members to make suggestions of items to be addressed in the newsletter. The following suggestions were made: new Website change – HOA Board will always own the website and no fee will need to be paid to outside webmaster in the future. Change of officer/directors after elections can easily be made making for an easier transition; Yard of the Month to begin again in August-Yards to be judged around the 5th of each month with \$25 Magnolia Business gift card awarded to winning resident, resident able to have choice (restaurant, hardware, grocery, etc); Include a survey for residents regarding type of activities or social events that might be of interest to residents; request notifying by email their preference to receive newsletters by email or regular printed newsletters- more cost effective by email; Include post card with Board Member contact information; Include local emergency numbers; Park is being cleaned and readied for summer use, pavilion available on first come first serve basis, no charge to residents.

Notary: Katrina suggested we look to see if we have a resident that is a notary-would be a convenience to her as treasurer. Suggestion was entertained to possibly have a board member become a notary. Marilyn and Martha both expressed an interest, but only to notarize documents pertaining to the HOA. This is something to research and revisit at our next board meeting.

Adjourn – There was no further business to discuss, Ron motioned to adjourn the meeting, Martha seconded. Meeting was adjourned by Nathan at 8:40.

Respectfully submitted,

Marilyn Leffler, Secretary