



**HOA BOARD OF DIRECTORS' MEETING
MINUTES
July 30, 2014**

Ginnie Bucek, Board President, called the meeting to order at 7:05 P.M.
The meeting was held at 1401 Parkside Drive, Mansfield, TX.

ATTENDEES:

The following Officers and Directors were present:

Ginnie Bucek, President
Erika Uggem, Secretary
Chris Hamilton, Director at Large
Scott Smith, Treasurer (late arrival)

Jessica Sedgewick, FirstService Residential, HOA Account Manager

Paul Blevins, Vice President (absent)

CONSENT AGENDA

The Board reviewed the minutes of the May 28, 2014 HOA Board meeting.

MOTION MADE BY CHRIS HAMILTON, SECONDED BY ERIKA UGGEN TO APPROVE THE MAY 28TH MINUTES. MOTION PASSED 3 – 0 (2 member absent)

HOMEOWNER INPUT

A homeowner inquired about banning street parking inside of Lowe's Farm. Ginnie Bucek stated that 70% of the HOA had to vote for an amendment to CCRs. Jessica Sedgewick to check with City of Mansfield about street parking code.

FIRSTSERVICE RESIDENTIAL MANAGEMENT REPORT by Jessica Sedgwick

- A. Review of Communications sent out since last meeting included Dive-In Movie email blast
- B. Review of 41 CCRs Violations
- C. Review of 4 ACC Modification Log (all completed)
 - 1. Scott Smith and Ginnie Bucek asked questions about the logs.
- D. Reviewed *Completed Action Items* (2) and *In Progress Action Items* (4) and *Items To Consider* (3)
- E. Reviewed May 2014 and June 2014 Financial Reports
 - 1. Standard Balance Sheet, Income Statement Report, Variance Report and General & Administrative Reports
 - 2. 53 homeowners delinquent on their HOA dues for a total of \$55,785 outstanding. As of 7-24-14 this data includes:
 - a. 2 homeowners with No Collection Status = \$200
 - b. 16 homeowners with Small Amounts/Fines/Late Fees = \$755
 - c. 1 homeowner with Reminder Sent = \$993
 - d. 1 homeowner 2nd Notice Sent = \$303
 - e. 3 homeowners Demand Letter Being Processed = \$2,324
 - f. 8 homeowners at Transfer to Attorney for Lien = \$9,625
 - g. 3 homeowners Lien Property = \$2,693
 - h. 9 homeowners Referred for Foreclosure = \$24,168
 - i. 5 homeowners Currently on Payment Plans = \$2,013
 - j. 4 homeowners Currently in Bankruptcy = \$8,400
 - k. 1 homeowner on Current Payment Plan with Attorney = \$3,269
 - l. 2 homeowner Accounts on Hold = \$1,041
- F. Upcoming Events
 - 1. Dive-In Movies scheduled for August 16, September 27
 - 2. Pool Season Closes September 28
 - 3. Fall Garage Sale on October 18
- G. Reviewed Tree Violation Report
- H. Board requested Jessica Sedgwick to get bid for less expensive option for enclosing playground's pool drainage pipes

OLD BUSINESS

- A. Landscape Reviewed and Discussion
 - 1. Design Plans for Entry
 - a. Board discussed designs submitted by Site and Brickman. Board tabled the discussion till next meeting so Ginnie Bucek and Dan Peters can determine which company and design variations to use.

MOTION MADE BY SCOTT SMITH, SECONDED BY CHRIS HAMILTON TO TABLE THE DISCUSSION UNTIL THE NEXT BOARD MEETING. MOTION PASSED 4 – 0 (1 member absent)

- 2. Tree Removal Proposal
 - a. The Board discussed the removal of the tree and to obtain a bid only for grinding the stump

- B. Exterior Brick Wall Assessment Along East Broad Street
 - 1. The Board reviewed the bid from TST Construction. The Board requested Jessica Sedgwick to set up a meeting with TST for an initial walk through with Ginnie Bucek. TST Construction asked to resubmit a bid denoting a thorough structural repair of the brick walls.

NEW BUSINESS

- A. Light Fixtures & Fan Repair/Replacement Proposals
 - 1. Board reviewed the bid from Exterior Appeal for \$1,269.49 to replace 2 light fixtures and rebalance the ceiling fans.

MOTION MADE BY SCOTT SMITH, SECONDED BY CHRIS HAMILTON TO APPROVED THE BID FROM EXTERIOR APPEAL WITH CONTENTION THAT SANDERS COMPANY TO PAY FOR THE LIGHT FIXTURE. MOTION PASSED 4 – 0 (1 member absent)

- B. Foreclosure Resolutions for Accounts 0104-03 and 0159-05
 - 1. Board reviewed the financial history of these accounts

MOTION MADE BY CHRIS HAMILTON, SECONDED BY SCOTT SMIT TO APPROVE THE FORECLOSURE PROCEDURES FOR THE 2 ACCOUNTS. MOTION PASSED 4 – 0 (1 member absent)

- C. Preliminary Budget Discussion
 - 1. Ginnie Bucek suggested money allotted for re-establishing the entrance flower beds at Lowe's Farm Parkway and Volk.

- D. Newsletter Submissions by August 18th with mailing by September 15th

EXECUTIVE SESSION

Executive sessions may be called from time to time to discuss personnel or legal matters. Executive sessions are open to board members and management company officials only.

NEXT BOARD OF DIRECTORS' MEETING

Primary Date: Wednesday, September 17th at 7:00 p.m.

Location: 1401 Parkside Drive

Backup Meeting: Tuesday, September 24th at 7:00 p.m.

Location: 1401 Parkside Drive

ADJOURN

**MOTION MADE BY SCOTT SMITH AND SECONDED BY CHRIS HAMILTON TO ADJOURN MEETING. MOTION PASSED 4 – 0. (1 member absent)
MEETING ADJOURNED AT 8:29 P.M.**