

**MINUTES OF MEETING
LOWE'S FARM HOMEOWNER'S ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING
March 18, 2013**

Ginnie Bucek, Board President, called the meeting to order at 6:10 p.m.
The meeting was held at 775 N. US Hwy 287, Mansfield TX.

ATTENDEES:

The following Officers and Directors were present:

Ginnie Bucek, President	Dan Sides, Outgoing Board Member
Paul Blevins, Secretary	Kim Schlieker, Outgoing Board Member
Scott Smith, Treasurer	Chris Hamilton, Incoming Board Member
Erika Uggen, Incoming Board Member	Michele McConnelee, Premier Communities Rep

The Board President presented plaques to outgoing Board members Dan Sides and Kim Schlieker for their years of services on the Board. The Board President also welcomed the two newly elected Board members Chris Hamilton and Erika Uggen to the Board. Both outgoing Board members then left the meeting.

CONSENT AGENDA

The Board reviewed the minutes of the last board meeting (14 Jan 2013)
The Board reviewed the minutes from the Annual Meeting of Homeowners (5 Mar 2013)

***MOTION MADE BY SCOTT SMITH, SECONDED BY PAUL BLEVINS TO ACCEPT THE 14 JAN 2013
AND THE 05 MAR 2013 MINUTES. MOTION PASSED 5-0.***

REVIEW OF LEGAL SERVICE PROVIDER PROPOSALS

Red Rock Financial Services has increased their fees for handling Lowe's Farm delinquencies and Premier Communities has been experiencing problems with Red Rock at other communities they manage. Premier's recommendation was to seek legal services elsewhere for HOA business and the collections process. Premier Communities presented a matrix comparing legal services offered from the following companies:

Pullman, Cappuccio, Pullen & Benson, LLP
Toates Law Firm, PLLC
Amy Reed, PLLC
Winstead, PC
Brown McCarroll
Charles W. Spencer Law

Additionally, the Board reviewed fee schedules for legal services from:

Pullman, Cappuccio, Pullen & Benson, LLP
Charles W. Spencer Law
Red Rock Collections (currently manages delinquencies for Lowe's Farm)

The Board held a conference call with Eilliot Cappuccio of Pullman, Cappuccio, Pullen & Benson, LLP at 6:30pm. Mr. Cappuccio presented his company's services to the Board and answered questions.

Based on a comparison of the fee schedules and legal services offered, the Board felt that Pullman, Cappuccio, Pullen & Benson, LLP was the best suited firm for Lowe's Farm.

MOTION MADE BY SCOTT SMITH, SECONDED BY PAUL BLEVINS TO ENTER INTO A REPRESENTATION AGREEMENT WITH PULLMAN, CAPUCCIO, PULLEN & BENSON, LLP. MOTION PASSED 5-0.

OLD BUSINESS

A. Lighting at the Amenities Center:

- New parking lot lighting is to be installed by the end of March 18th, weather permitting.
- Board reviewed proposals to provide lighting at the amenities center in several areas.
\$975 to provide two flood lights at the pavilion at the back of the pool.
\$1506 to provide flood lights on the back side of the shed and interior lighting of shed.

MOTION MADE BY PAUL BLEVINS, SECONDED BY SCOTT SMITH TO MOVE FORWARD ON LIGHTING PROPOSALS BY RECONSTRUCTION EXPERTS FOR \$2481 PLUS TAXES. MOTION PASSED 5-0.

B. Pool

- Board reviewed Pool Ambassador proposal from Premier Communities to provide pool monitoring services for 2013. Board agreed that the proposed ambassador scheduled needed to be revised for May, June, and Aug. to match up with the MISD calendar for the start of weekday coverage. During the MISD summer dismissal timeframe, a Pool Ambassador will be present at the pool from 2pm until 9pm seven days a week.

MOTION MADE BY PAUL BLEVINS, SECONDED BY SCOTT SMITH TO MOVE FORWARD WITH POOL AMBASSADOR PROPOSAL FROM PREMIER COMMUNITIES, PENDING SCHEDULE CHANGES DISCUSSED AT MEETING, NOT TO EXCEED \$16,000 FOR THE YEAR. MOTION PASSED 5-0.

- New pool furniture has arrived and been installed at the pool. Two new chairs were damaged in transit and will be replaced ASAP.
- Old pool furniture is currently being advertised for sale.
- New pool rules sign to be ordered and replaced in the next 2-3 months.
- Board reviewed two wrought iron fence repair proposals to replace 5 damaged iron slats at pool.

MOTION MADE BY SCOTT SMITH, SECONDED BY CHRIS HAMILTON TO MOVE FORWARD WITH PROPOSAL FROM RECONSTRUCTION EXPERTS FOR \$400 + TAXES. MOTION PASSED 5-0.

- Board reviewed two proposals for repainting trim and bathroom doors at pool.

MOTION MADE BY GINNIE BUCEK, SECONDED BY SCOTT SMITH TO MOVE FORWARD WITH PROPOSAL FROM RECONSTRUCTION EXPERTS FOR \$250 + TAXES. MOTION PASSED 5-0.

C. Castle Area

- Park Bench Installation is to be done the week of March 25th.
- Board reviewed two proposals for painting the wood trim and wrought iron gate at castle.

MOTION MADE BY GINNIE BUCEK, SECONDED BY SCOTT SMITH TO MOVE FORWARD WITH PROPOSAL FROM RECONSTRUCTION EXPERTS NOT TO EXCEED \$662.50 + TAXES. MOTION PASSED 5-0

D. The summer newsletter deadline is May 5, 2013.

- E. Natural gas royalties from Chesapeake Energy to the HOA will be direct deposited into a new separate money market account. This will allow the HOA to keep track of royalties separate from all other income.**

- F. Updated spreadsheet listing homeowners in violation of the tree policy in the CC&Rs will be emailed out to the board this week. There are a number of homes in Lowe's Farm that are still in violation of the CC&Rs even though multiple notices have been sent to them.

NEW BUSINESS

- A. Board Elections for next 12 months.

MOTION MADE BY SCOTT SMITH, SECONDED BY CHRIS HAMILTON TO FILL BOARD POSITIONS AS FOLLOWS THRU NEXT ANNUAL MEETING OF HOMEOWNERS (12 MONTHS): GINNIE BUCEK – PRESIDENT, PAUL BLEVINS – VICE PRESIDENT, SCOTT SMITH – TREASURER, ERIKA UGGEN – SECRETARY, CHRIS HAMILTON – MEMBER AT LARGE. MOTION PASSED 5-0

- B. Board reviewed insurance coverage summary from Harris E Underwood III, Inc. Current insurance premiums will be increasing. Property Liability insurance premium will increase from \$3923 to \$5455 per year. Director and Officer Liability insurance premium will increase from \$1415 to \$1930 per year.
- C. Upcoming Social Events.
 - Fun Flicks – April 13th starting at sundown
 - Garage Sale – April 27th
 - Pool Opening – May 4th (this will be a Fun Flicks event at the pool)
- D. HOA Website. Homeowner Ed Wood, who maintains the HOA website, has requested that the HOA take over financial responsibility of the website including all web hosting fees and domain registration thru GoDaddy.com. Up until now, Ed had been paying for these fees out of his pocket and then requesting reimbursement from the HOA. The HOA will pay these fees directly to GoDaddy.com henceforth.
- E. Committee Interest Forms. The Board received 3 committee interest forms at the Annual Meeting of Homeowners. The homeowners are now active committee members.

STAFF REPORT (Premier Communities, Michelle McConnelee)

- A. Reviewed January and February 2013 Association Manager's Monthly Management Report
- B. Homeowners delinquent on their 2013 association dues stood at 53 (12% of all homeowners) as of March 20th for a total of \$25,265 outstanding. An additional 20 homeowners are currently in the collection process with Red Rock Financial for a total of \$21,239 outstanding. Finally, one homeowner is in bankruptcy status for a total of \$4,129. In total, 84 homeowners are currently delinquent for a grand total of \$51,818 including the dollars aforementioned.
- C. Email blasts and mailings sent out since last meeting included: Board of Director's Meetings, Annual Meeting of Homeowners.
- D. There were 9 ACC application requests received since the last Board meeting. Of those 8 were approved and 1 was denied.
- E. Violation Notices: A total of 197 violation notices for CC&R infractions had been sent since the last meeting.

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

Location: Lowe's Farm Pool

Date: Primary Date: May 14, 2013 @ 6:30pm. Backup Date: May 21, 2013.

ADJOURN

MOTION MADE BY PAUL BLEVINS AND SECONDED BY SCOTT SMITH TO ADJOURN MEETING. MOTION PASSED 5-0. MEETING ADJOURNED AT 8:37PM