



Harbor Point POA Monthly Board Meeting Agenda

Date: March 22, 2022

Time: 7:00 pm – Harbor Point Park Pavilion

Secretary to keep minutes and act as timekeeper of the agenda. Each Board Member will have a max of 10 minutes.

Board Members Present: Bob Durrant, Rakey Key, Melissa Meka, Danielle Morrow, Beth Sullivant, Cindy Key.

Absent: James Hux, Kevin McDonald

Board Officers Present at 7:45: Glennis Parker, Cheri' Durrant, Kelly Romero, Doug Wayland, Mike Sullivant

1. **Call to Order** – President Bob Durrant called the meeting to order
2. **Quorum Status Roll Call** – A quorum was present.
3. **Secretary Update** – Beth reported that the minutes from the last minute had been sent out earlier and there were no revisions made. Beth reported that she would get a contact list of the Board Members and Board Officers distributed to the team.
4. **Treasurer Update (finances)** – Melissa reported that she and Carroll are meeting on Monday to complete the transition of the Treasurer responsibilities
5. **Maintenance Update** – No update for this meeting
6. **Safety and Neighborhood Watch Update** – No update for this meeting
7. **Ministry and Service Update** – no report for this meeting
8. **Welcome and Membership Update** -Transition in progress no report for this meeting.
9. **Events and Marketing Update** (recent accomplishments and opportunities moving forward) Karaoke Night is planned for Friday March 25th. We hope the Board will come and support the event. Kelly also announced that she is coordinating a Bunco Night to be held at the Pavilion on April 30th and will update as this progresses.

HIGH PRIORITY

- 1. Bylaw Revisions** – Due to no recent bylaws being on record, the President drafted new bylaws in accordance with those structured years back by other HPPOA Boards, he consulted others outlined by various POA's and with guidance from the State of Texas online structure. All Board members had received a copy of the proposed bylaws to review prior to the meeting and send comments to Bob. No questions or comments were received prior to the meeting. Rakey Key brought forward some suggested revisions for discussion with the board. Revisions were made and reviewed at the meeting. Rakey Key made a motion that the Bylaws be accepted as presented with the amendments made. Danielle Morrow seconded the motion. The motion carried by unanimous consent.

Bylaws approved.

***7:45 the officers joined the Board Meeting
Board Members and Officers were introduced.***

- 2. President Update:** Bob had all Board members and Officers introduced. He discussed that there were some immediate issues that need to be discussed and addressed. Board members were sent job descriptions to review, the goal is that everyone has their responsibilities outlined to provide guidance as we move forward and also know what issues need to be referred to so that they are addressed by the appropriate Board member or officer. This will assure we have consistency and correct communication going out as well as dividing up the work.

Rakey Key tendered his resignation as a Board Member, but will remain involved as an Officer to provide us with Legal advice as well as Roberts Rules of Order. Bob expressed our GREAT appreciation for all Rakey's work on the Board as Vice President. All members expressed the same and appreciation for his continuing to serve as an Officer.

Rakey Key made a motion to immediately appoint Glennis Parker as a Board member. Danielle seconded the motion. Motion carried by unanimous vote.

Bob noted that there was still a vacant position on the Board that needed to be filled. Danielle made a motion to appoint Kelly Romero as a Board member. Cindy Key seconded the motion. Motion carried by unanimous vote.

- 3. Security Cameras :** Bob gave an overview of the proposed Security Camera System and showed pictures of the cameras that are being proposed to be installed in the pavilion and park area as well as the Pavilion Room. Discussed eventually including the Basketball Court.

- Pricing: Approximately \$1,000 and hope to have volunteers assist with the installation.
- Pricing for the Wi-Fi to support it is approximately \$429.

There was discussion about the vandalism and destruction of the park property and the need for the cameras and better lighting in the park. Wi-Fi is needed to support the camera system but would also assist and be helpful with events that are held at the Pavilion and the Park. It is anticipated that we will save \$2500 on printing once we get our website updated and obtain email addresses for members to reduce the need for as much printing as we do currently.

Melissa Meka made a motion to approve the purchase of the camera system and the Wi-Fi for the Park and Pavilion. Rakey Key seconded the motion. The motion carried by unanimous consent.

Security Cameras and Wifi were approved.

4. **Security Lights :** Bob showed pictures and reviewed the Security lights that are being proposed to install in the park and Entry sign. The Board discussed the need, operations and placement of the security lights. Further discussion regarding the recurrent vandalism in the park and the value of the lights.
 - 6 at the park
 - 4 at Entry SignDanielle Morrow made a motion to approve the purchase of the security lights. Rakey Key seconded the motion. The motion carried by unanimous consent.
Security lights were approved.
5. **Budget and Database:** Melissa and Bob discussed their work on creating a Database that is Excel Based using the most recent Harbor Point resident information from Henderson County. Lots of discussion on streamlining the membership and dues and maintaining one source of data for membership, dues, contact information etc. There will also be an audit trail along with yearly audits performed and report to the Board and membership.
6. **Tax Update:** We are also requesting a hearing to lower our taxes – 2021 taxes paid were 95% higher than last year. From this point forward, we will contest the tax increase using the 528 non-profit status. This has been in place for NFP’s every year. The tax office simply needs to be contacted May 1st each year. We will see a possible 80 - 95% reduction going forward.
7. **Website:** Bob discussed that there is work being done to update and streamline the Harbor Point Website which is in need of being updated so that it can function as a way to improve communication with Harbor Point residents, maintain an ongoing event calendar, have ecommerce, direct emails to residents, Board business and much more. Bob and Doug are working to get this completed to present at the next Member meeting. The Board discussed the difference between personal social media accounts and Harbor Point Media accounts and the need to be careful and positively represent Harbor Point. The goal is to use this as a central line of communication for Harbor Point residents. It is required that we have a website Privacy Policy developed. Doug indicated he would get one to Bob and Rakey to review for implementing.
8. **Mailbox at the park:** Bob discussed with the Board the ability to save approximately \$300 by replacing the PO Box with a new locked mailbox at the park address. There were concerns discussed regarding potential vandalism of the mailbox and checks being vulnerable. It was the consensus of the Board to table this item at this time.
9. **Laminated cards:** Board discussed the possibility of no longer using laminated park cards and some possible alternatives. More discussion to come.
10. **Welcome Packet** will be replaced by a welcome magnet with HPPOA information. The concept is to save money on paper documents that are costly and in continuous need to be updated. The Website should serve as our contact point for residents. If there are residents that are not comfortable with navigating a website then we will provide them paper alternatives. Bob did share that we have had a volunteer that will be happy to go and meet new residents, she has lots of great ideas. More to come on this.
11. **Trash Pick Up in Harbor Point:** Glennis Parker volunteered to coordinate dates and activities for Trash Pickup in the neighborhood. Discussion of various ideas and opportunities. The Board appreciated Glennis taking the lead to coordinate this.

ON DECK: (future items)

- **Main Entry Sign rehab/paint:**
 - Price: TBD

- Labor: TBD
- **Park Signage:**
 - Remove large metal sign
 - Remove unnecessary signage per legal and insurance advisement.
 - Rebuild and move Harbor Point Park Sign as well as the plants. Reuse metal dedication plaque
- **Plants at the Park:**
 - We are putting together a plan for this effort as it relates to the signage area and on the South side of the Pavilion and just outside our East/Street neighboring lot.
- **Seawalls:**
 - Price: TBD
- **Play equipment for kids**
 - Price: TBD
- **Multiuse Activity Court** (where current basketball court is, to include Pickleball, Volleyball and Basketball)
 - Price: TBD

12. Bob announced that there will be a Member Meeting for Harbor Point in April – date to be determined.

13. Adjournment – There being no further business to discuss Bob adjourned the meeting.