

HOA Board of Directors Meeting (Open) MINUTES

DATE: February 25, 2020

TIME: 7:00pm

LOCATION: Clubhouse

Called Meeting

1. Call to Order
 - a. Time: **7:15 pm**
 - b. **Attendees:** Clinton Franklin (President), Susan Cluse (1st VP), Camille Galbraith (Treasurer), Ken Daniels (Secretary), Tom Armstrong (PMG Manager)
 - c. **Absentees:** Juanita Lesmes (2nd VP), Liz Wilson (3rd VP)
2. Members Forum
 - a. **Ms. Hersey** (855 Middle Run): Lisa Spradling is very ill, has lung cancer
 - b. **Mr. Mack Graham** (623 Old Country Rd): Black Mustang at Ranger's house, traveling too fast while children playing on the walkway, where Ranger's driveway crosses path. Also park bench rotting behind Bob Haye's house, 620 Old Country Road. He refurbished it.
3. Approval of Minutes
 - a. January 28, 2020. Motion to approve made by Susan, seconded by Camille, **approved** (3-0)
4. Reports
 - a. Grounds
 - i. Pool Maintenance Update(s) (Clinton)
 1. Recently a lot of water loss in pool. Receiving bids to resurface. Received bids from two companies so far, now looking for a bid from a third company, Accent Pools, who resurfaced our pool nine years ago.
 2. **Tom:** Provided handout for bid from Direct Pools
 3. **Clinton:** Got bid from Red Truck
 4. **Susan:** Are bids within budget?
 5. **Clinton:** Direct Pools was \$26k against \$10 budget, but some nice-to-haves are included that we may not need
 - b. Clubhouse (Clinton)
 - i. **Ms. Hersey:** Is it being rented?
 - ii. **Clinton:** Two in February so far, and others scheduled
 - c. **Preliminary** (pending reconciliation) Financial Update (Camille)
 - i. Operating funds
 1. Pacific Premier Bank (PMG): \$28,906.97
 2. Chase Bank: \$20,848.48 at end of January
 - ii. Reserve funds: \$41,532.91 accumulated reserves over the years
 - iii. Special assessment fund balance: \$4,823.95
 - iv. January income statement: \$6,472.33 net income
 1. January 31 balance sheet: Assets: \$116,936.95, balancing with the total liability and equity of \$116,936.95.
 - v. **Tom:** Spoke with senior general ledger accountant today; not recommending accepting financial report today as it's under review. Accountant has not yet received January or entered Chase statement, and not all December items have been added to the income statement. Cash account is up to date, but Chase

account is not current for December and January. Some members still not sending dues to PMG.

- vi. **Susan:** Are bank records not reconciled prior to issuing financial statements?
 - vii. **Tom:** No.
 - viii. **Susan:** Then we cannot accept the financial statements.
 - ix. **Clinton:** We will indicate that the financial statements are preliminary
 - x. **Tom:** Recommend no late fees through February.
 - xi. **Susan:** Not in favor of not accepting late payments through February. PMG started November 1. PMG should take the hit for wrong zip codes on coupon books. Some members are still in arrears even though their checks have cleared.
 - xii. **Tom:** We will look at delinquent accounts in executive session. Need more time to work through who is truly delinquent.
- d. Communications/Website (Ken)
 - i. Ken gave a brief presentation of TownSq features
5. Routine Business
- a. Greene Committees
 - i. Welcome (Not present, no information on new members; Ms. Hersey has not heard from Ms. Duitsman regarding new members)
 - ii. Greene Beautification (Ms. Lesmes not present)
 - 1. One member mentioned issue with dog droppings. Will send out reminder in next newsletter. Garbage cans are placed throughout the Greene.
 - iii. Architectural Control Committee (ACC)
 - 1. Formalized last month; no new business from committee
6. New Business
- a. Bulk Trash Update
 - i. **Susan:** Update from city: Contract was not executed; now they're working on new contract as the agreement has changed. Brush cannot exceed 10 cubic yards in total, less than 5 ft high. Jackie Colton is assistant public works director. Contract between city of Duncanville and Greene HOA will be finalized before next meeting.
 - ii. **Tom:** Violation on Feb. 3 due to Sacate tree trimming. This will be waived.
 - iii. **Susan:** Frequency is twice per month. Any beyond 10 cubic ft will be left, or there will be a code violation. If there's a storm, we can call the city manager to ask for a special pick-up.
7. Set date and time for March 2020 Greene Board Meeting
- a. March 24, 2020 at 7:00 p.m.
8. Adjournment
- a. 8:06 p.m.