

## HOA Board of Directors Meeting (Open) MINUTES

**DATE:** April 28, 2020  
**TIME:** 7:00pm  
**LOCATION:** Virtual (Zoom meeting per county and city COVID-19 gathering restrictions)

### Called Meeting

1. Call to Order:
  - a. Time: **7:10 p.m.**
  - b. **Attendees:** Clinton Franklin (President), Susan Cluse (1<sup>st</sup> VP), Juanita Lesmes (2<sup>nd</sup> VP), Camille Galbraith (Treasurer), Ken Daniels (Secretary), Tom Armstrong (PMG Manager)
  - c. **Absentees:** Liz Wilson (3<sup>rd</sup> VP)
2. Members' Forum
  - a. **Matthew Jones** (618 Carriage Way): Thanks for documents; will be doing new landscaping, truck unloading, will be removed. Will donate evergreen bushes to The Greene
  - b. **Don Adair** (622 Old Country Rd): Do we still have barterers? **Clinton:** No. **Don:** What are we planning to do going forward? **Clinton:** Looking for someone else to take his place; Ms. Cluse and Ms. Lesmes are in research/interview phase. **Susan:** We've met with one candidate so far. Any new barterer must provide a monthly report of activities completed to compare against the barterer statement and will receive an evaluation every quarter. **Don:** In the past, we had a list; the barterer had to submit a completed list every month, reviewed by the board. **Matthew:** We've had issues since we went from employee to barterer. Should we go back to employee? Might be preferable to have a ranger with broader responsibilities. **Clinton:** A ranger (employee) is a lot more expensive than a barterer, requiring workman's comp, etc. **Matthew:** Having a ranger worked for decades, but we've had problems with barterers. **Susan:** Fair point, but let's give another barterer a chance and see how it works out. **Clinton:** The decision can be up to the board. **Juanita:** She will manage any new barterer weekly and will review with the board every month.
  - c. **Matthew:** There is an elevated light about 15 feet from the northeast corner of the pool. There used to be a tree that blocked the light somewhat, but now it's been trimmed, and the bright light and shines into his bedroom. Can anything be done to mitigate this? **Clinton:** Will meet with Matthew and determine what can be done.
3. Approval of Minutes
  - a. February 25, 2020. Motion to approve made by Susan, seconded by Juanita. **Approved** with corrections suggested by Tom **(4-0)**
  - b. March 24, 2020. No meeting was held due to coronavirus, so no minutes to approve.
4. Reports
  - a. Grounds (Clinton)
    - i. Pet Waste Pick-up: City ordinance requires picking up after pets; please use trash bins
    - ii. Overflow Lots Access Control: Suspicious activity observed in parking lots. Consider placing a chain link in front of parking lot and concrete pylons.  
**Matthew Jones:** Suggested tabling this until next meeting but mention it in next newsletter

- iii. Bulk Trash Self Service - Duncanville Service Center: City will not pick up any more bulk trash until further notice; must take bulk trash to 30 Shady Trail, Duncanville. **Matthew:** Spoke with District 2 councilman Matt Burnett; brush still being picked up for homeowners, but not bulk (like sofas). Greene as a whole: will pick up brush once a month, last Thursday of each month.
    - iv. Pool: Conducted leak test; one-inch hole found behind light. Accent Pools contractor plugged hole to prevent leakage. **Tom:** requests details about vendor in order to pay them. **Clinton:** will provide before end of day tomorrow. **Matthew:** That's good news; no need for spending \$20k to resurface immediately, correct? **Clinton:** The pool still needs to be resurfaced. **Tom:** Has a quote been provided? **Clinton:** The quote was sent to the Board; will send to Tom tonight.
    - v. Volleyball (**Ms. Lesmes**): Fixed the volleyball net with a steel post
  - b. Clubhouse (Ms. Lesmes)
    - i. No recent rentals, but being cleaned
  - c. Financial Update (Camille)
    - i. Operating funds as of March 31, 2020:
      - 1. Pacific Premier Bank (allied with PMG) account balance: \$39,691.70
      - 2. Chase balance: \$19,428.22
    - ii. Reserve Funds
      - 1. Long-term reserves: \$41,547.90
      - 2. Remainder of special assessment: \$4,825.40
    - iii. Net income for March: \$12,436.79
    - iv. Delinquencies (receivable): \$19,370.74, representing 56 owners
    - v. In Income Statement Report, Expense item 6530 in the amount of \$2,930.88 needs to be moved to special assessment as it was part of the gate
  - d. Communications/Website (Ken)
    - i. Documents (minutes, financials) are being placed in TownSq site, which doesn't seem to be widely adopted by members to date.
    - ii. **Clinton:** Recommend placing more content on TownSq and continuing to encourage people to use it.
- 5. Routine Business
  - a. Greene Committees
    - i. Welcome
      - 1. Diana Hersey: Not aware of any new neighbors
    - ii. Greene Beautification (Ms. Lesmes)
      - 1. Haven't been able to do anything because can't shop. Not sure what to do until then, playing by ear. Keeping clean and removing garbage.
      - 2. Clinton: Someone sliced the hose; will need to get new hose for watering.
    - iii. Architectural Control Committee
      - 1. Hannah Olsen has provided good information to a homeowner on a property improvement question. **Tom:** Suggest issuing a request via TownSq. Homeowners can also submit requests to PMG customer service email. [ntxcustomer@associa.us](mailto:ntxcustomer@associa.us) (Tom will verify address)
- 6. New Business (Clinton)
  - a. Not engaging anyone at the moment, no new business to conduct

- b. **Tom:** Since Matthew Jones is present; could he stay on for the executive session and hold a hearing on his request for records.
- 7. Set date and time for May 2020 Greene Board Meeting
  - a. May 26 at 7:00 p.m.
- 8. Adjournment
  - a. 8:00 p.m.