

# HOA Board of Directors Meeting (Open)

## MINUTES

**DATE:** June 23, 2020

**TIME:** 7:00pm

**LOCATION:** Clubhouse

### Agenda

1. Call to Order
  - a. Time: **7:11 p.m.**
  - b. **Attendees:** Clinton Franklin (President), Juanita Lesmes (2<sup>nd</sup> VP), Liz Wilson (3<sup>rd</sup> VP), Camille Galbraith (Treasurer), Ken Daniels (Secretary), Tom Armstrong (PMG Manager)
  - c. **Absentees:** Susan Cluse (1<sup>st</sup> VP)
2. Members Forum
  - a. **Matt Jones:**
    - i. Noticed recently that the tennis courts were reserved; should it not be on a first come, first served basis? **Clinton:** There's nothing in the covenants or bylaws related to reserving of tennis courts; will address this with the homeowner who made the reservation. **Don Adair** (622 Old Country Rd): In the past, no reservations were required, but sign-up sheets were used. **Clinton:** Was this for a week in advance, or for the day of? **Don:** Usually for the day of. **Clinton:** Will do some follow-up and will get back to Matt
    - ii. We just paid HOA dues and noticed a new processing/handling fee; why is this being imposed? **Tom:** Per the PMG contract, there's a \$20 fee if an account is past due or collections letter is required. The \$20 goes to an escrow account owned by The Greene; once the owner pays the account, then The Greene sends the \$20 to PMG. **Clinton:** The board did not increase dues charged by The Greene; the \$20 represents a service fee incurred by PMG, our property management company.
  - b. **Don Adair:** What is the status of the barterer? **Clinton:** The barterer (Mashambi Hill) started on May 15 and is using the traditional task responsibility list.
3. Approval of Minutes
  - a. May 26, 2020. Liz motioned to approve and Juanita seconded. **Approved (4-0).**
4. Reports
  - a. Grounds (Ms. Lesmes)
    - i. Pool
      1. **Ms. Lesmes:** People seem happy with the pool, which is being used heavily every day. Had to close it temporarily due to intruders, who damaged the dividing rope. At one point there were up to 22 teenagers, apparently not from The Greene. Called police, but they were not able to help as the kids claimed to be from The Greene.
      2. **Tom:** Are there plans to repair the holes in the surface of the pool deck? The ATD quote for this service was out of budget. **Clinton:** I sealed the deck using epoxy before the pool opened.
    - ii. Brush and Bulk Trash Service Update
      1. **Ms. Lesmes:** Bulk trash pickup started June 22 and will continue on the fourth Thursday of every month. **Clinton:** Any construction materials need to be taken to Skyline Landfill located at 1201 N Central, Ferris, TX.

- b. Financial Update (Camille)
    - i. Balances as of May 31, 2020:
      - 1. Operating: Pacific Premier Bank: \$31,184.62; Chase: \$30,305.97
      - 2. Reserve: \$45,555.28; Reserve 2 (from special assessment) \$1,110.18
      - 3. Assets \$128,750.30; same for equity/liability
    - ii. **Tom:**
      - 1. Request for the Board to establish a depreciation schedule for Furniture, Fixtures & Office Equipment (budget items 1930 and 1935)
      - 2. Number of delinquencies: 37 past due through May 31
  - c. Communications/Website (Ken)
    - i. Please sign up for TownSq to receive updates, minutes, etc.
5. Routine Business
  - a. Greene Committees (Clinton)
    - i. Welcome
      - 1. No known new neighbors; one neighbor moved out of 818 Carriage Way (stucco house)
    - ii. Greene Beautification
      - 1. **Ms. Lesmes:** Trying to keep things nice, planting things, despite constraints of social distancing
      - 2. **Clinton:** If you have ideas about acquiring trees, email [board@thegreenehoa.com](mailto:board@thegreenehoa.com)
    - iii. Architectural Control Committee: Nothing pending
6. New Business (Clinton)
  - a. No new business, keeping low profile due to Covid-19.
  - b. Tom: Lined up someone to add security plate to gate lock
7. Set date and time for July 2020 Greene Board Meeting
  - a. July 28 at 7:00 p.m.
8. Adjournment
  - a. 7:41 p.m.