

HOA Board of Directors Meeting (Open) Called Meeting Minutes

DATE: **July 25, 2023**
TIME: **7:00 pm**
LOCATION: **Clubhouse**

1. Call to Order: **7:02 pm**
 - a. **Present:** Liz Wilson (President), Lillian Johnson (1st VP), Van Duitsman (2nd VP), Ken Daniels (Secretary), Deena Williams (Treasurer), Evelyn Slough (At Large; Assistant Treasurer), Tom Armstrong (Manager)
 - b. **Absent:** None
2. Members' Forum
 - a. **Lillian**
 - i. Apologized for saying anything that made anyone uncomfortable in the last meeting while discussing the Board's approach to selecting and paying for contractor bids. Lillian apologized especially to Lee Austin, who accepted her apology.
 - ii. According to NextDoor, McDonald's and another place were recently burglarized. Recommend members to install inexpensive inside door latches for added security.
 - b. **Mike Stevenson** (618 Old Country Rd): Do our bylaws contain any policies regarding short-term rentals (like Airbnb) in The Greene? **Lillian:** Rents her house through Airbnb. She received approval from the Board and from the City of Duncanville. **Tom:** Unlike many other HOA's, The Green has no restrictions against short-term rentals in its bylaws. We may want to revisit and update the bylaws.
 - c. **Sheila Harrison:** Tried to fix pool umbrella, wasn't possible due to pulley issue. She has a personal pole she can offer if someone can mount the fabric part onto it. **Van:** Will assemble the two pieces together.
 - d. **Carol King:** Still having trouble driving on Carriage Way due to long trailer parking. **Lillian:** Offered to contact City to ask what could be done about this. **Clinton:** Sometimes cars block sidewalks, which is illegal.
 - e. **Lillian:** Contacted owner along Old Country Rd because of lingering trash nearby. Bulk trash says they will pick it up at the next scheduled time. **Demetrius:** Some of the trash (mattress, couch) was picked up on bulk trash day; why didn't it all get picked up? **Liz:** It depends on how much space they have left. It may get picked up the next time they come.
 - f. **Rosemary Ross:** Received complaints of loose dogs. What do we do about it? **Liz:** Call the police. **Demetrius:** His dog has gotten bit four times. **Liz:** Need to call the police.
3. Approval of Open Meeting Minutes
 - a. Lillian moved, and Evelyn seconded, **motion to approve open meeting minutes for June 27, 2023; approved without objection (5-0).**
4. Summary of Actions Taken during June 27, 2023 Executive Board Meeting (**Ken**)
 - a. **Motion to engage Ignacio Cortes to remove the old internal roof in the old (large) shed not to exceed \$800 approved without objection (5-0).**
 - b. **Motion to engage Albarron Tree Services to cut down large dead branches of two trees at up to \$1,000 each approved without objection (5-0).**

- c. **Motion to proceed with \$1,000 bid to scrape (where necessary) and paint two bridges, two signs, and two light poles approved without objection (5-0).**

5. Reports

a. Grounds (**Van**)

- i. **Shed:** Due to delays, roofer Scott Cantrell is in busy season, but now we are in the front of the line. We need to pick a roof color. **Tom:** Is that a metal roof? **Van:** Yes. **Clinton:** (To Van) Was it a roofer you know? **Van:** Yes. **Clinton:** Recommend that you recuse yourself from voting on this. **Van:** The motion already passed unanimously. Will keep this in mind for future votes. **Tom:** Reminded us that Cantrell's Certificate of Insurance is just general insurance and does not include worker's comp for employees, so The Greene could be liable for any worker injuries. **Liz:** Can we get a signed "hold harmless" statement from the contractor? **Tom:** Yes, though it's not a guarantee.
- ii. **Tree removal:** Albarron did a good job removing the two large branches. New bids received for \$1,100 and \$1,500 to remove more dead trees; will discuss in closed session. Bids received for \$600 and \$650 to take down tree by Walle's house. **Tom:** Do you have the bids in writing? **Van:** Some of them. **Tom:** Requested for quotes on contractor letterhead.
- iii. **Hedges:** Trimmed some hedges between Crosspointe and Wheatland, but stopped due to member hesitation. Hedge trimmer is being repaired, but it's proving a lengthy process. **Liz:** If hedges are taken out, exposes us directly to busy Wheatland Road, which is undesirable. Also, people more easily cut across through the community. Shrubs are growing back up where they were cut down.
- iv. **General update:** Van's ability to engage in HOA activities is currently limited due to mother's recent stage 4 cancer diagnosis, entailing more travel. Van thanked Ms. Lee Austin for all she's done toward beautifying the areas around the pool and the island. **Lee:** Thanked Liz and Corey for their significant contribution.
- v. **Light pole by Demetrius' house:** Ingacio Cortes fixed it for about \$300.

b. Pool

- i. **Pool locking options**
 - 1. **Liz:** Locked pool while Van was traveling
 - 2. **Tom:** Will seek a quote for a pool auto lock. **Ken:** Clarified that we'd like a waterproof Wi-Fi-enabled (or schedule-enabled) deadbolt for locking the gate at night and unlocking in the morning.
- ii. **Pool plastering (Van):** Received one bid for \$3k; will wait for winter.
- iii. **Pool lights (Van):** Liz and Clinton investigated intermittent pool light issue. Milestone Electric showed where the main switch is, by the pool pump, and solved the problem.

c. Clubhouse (**Lillian**)

- i. **Stove:** Ordered stove from Lowe's for clubhouse, scheduled to come Sunday, total about \$900. However, a Greene member has a new stove to sell; will discuss this option in Executive.
- ii. **Painting:** Received a \$16k bid from Ignacio Cortes, including countertops and other interior improvements.

d. Financials (**Deena**)

- i. **Financial Report:** No new report available this month.

- ii. **Credit card policy:** No update.
 - iii. **Treasury bill investment: Ken:** We can invest about \$40k in Treasuries with over 5% interest and still keep over \$80k on hand for emergencies.
 - e. Communications/Website (**Ken**): No update.
 - 6. Routine Business
 - a. Greene Committees
 - i. Welcome (**Carol King**)
 1. 620 Carriage Way: Vacant, workers there today.
 2. 718 Carriage Way: Vacant, no workers.
 3. 826 Middle Run Dr: Vacant for almost two years.
 4. 1403 Big Stone Gap: No activity at residence since last meeting. No For Sale or For Rent. **Lillian:** Has seen workers recently.
 5. 847 Middle Run Court: Newly vacant; remodeling, for rent.
 6. 843 Middle Run Court: Owner, Maggie Hernandez, is putting it up for sale.
 7. **Sheila:** 606 Old Country Rd: Now vacant. **Van:** Owners' son is moving in.
 - ii. Greene Beautification (**Lee Austin**): Didn't finish flowers around the pool, but will resume next year due to heat. Thanked Tom for the gifted plants.
 - iii. Architectural Control Committee (**Don Adair**): No report.
 - iv. Nominating Committee (**Rosemary Ross**): Charlene Daniels and Christine Harlan joined the Committee. Still waiting for more nominations. **Tom:** Requested for Rosemary to return final list by the weekend.
 - 7. New Business: No new business
 - 8. Date and Time for July 2023 Greene Board Meeting: **August 22, 2023, at 7:00 p.m.**
 - 9. Adjournment: **8:04 pm**