

Cassie Property Owners Association, Inc.

P. O. Box 34 Buchanan Dam, TX 78609

www.cassiepoa.org

February 17, 2022 Regular Board Meeting

Board Members Attending: Kenna Bolan, Shelley Holiday, Toby Pimlott, Patty Morrow, Bill Robertson, Patty Lee, Julia Harris, Hauke Roeschmann, Donna Herwig Also Attending: Whitney Flores, Treasurer

A quorum was present

Homeowners Present: Thomas Herwig, Glenn Patterson, Joe Harris

Meeting called to order at 6:30 pm

Minutes from January, 2022 were approved, with changes.

Treasurer's Report: As of February 17, 2022 there is a balance of \$39,168.51. There are 208 paid members for the year 2021/22. Report accepted.

Unfinished Business

1. ARC clarification – Kenna suggested that the Architectural Review Committee document be put on the POA website. Hauke said that any committee, ARC included, needs final approval from the board. Discussion was held on the correct process and it was decided that ARC should send information on proposed plans to board members so it can be put on the agenda for the next board meeting to be reviewed prior to approval.
2. Homeowner at 4300 FM 690 update – Tabled due to COVID
3. Homeowner at 205 Bronco with goats – Removed from agenda
4. Road Repair Bids – Tabled until further notice
5. Buoys for coves update – Nathan Breesie, LCRA Water Surface Management Tech, will let Kenna know the night before buoys are launched. We will write a letter of appreciation to his manager.
6. Contact homeowners past due – Whitney drafted a sample letter and emailed to board members. Discussion was held on the merits of approving and mailing the letter now or waiting until the next fiscal year in July, then sending a separate letter at the same time as the newsletter. Hauke suggested we take time to review the letter and send our input by email no later than Saturday, Whitney will send final draft by email on Sunday so letter can be approved by email no later than Tuesday, February 22 and letters will be sent to delinquent homeowners by the end of next week. Hauke motioned to approve the above suggested actions, it was seconded and approved.

7. Audit accounting records – Whitney stated that she spoke with the auditor, Jodeen, who will pick up the documents for review on Friday, 2/18. Then Whitney will provide further updates regarding the status of the audit at the next meeting.

8. Discuss and Approve Donation to CCA for use of building – Discussion was held on the amount to pay. Instead of randomly selecting an amount to donate, Hauke suggested we start a dialog with the CCA president to discuss how the donation will best be utilized. Then we can make an informed decision on a fair donation amount. Kenna found an agreement from 1984 that indicates that the POA paid \$25.00 per year, and other documentation that we have paid \$100.00 per year since 2007. Whitney suggested that we make a donation every July instead of randomly. Patty L. and Whitney will work on the details and have an update for next month.

9. Discuss and Approve clean up of Access Areas 4 and 5 – Kenna stated that these areas have been ignored. There are 4 dead trees at #4 and mistletoe that needs to be removed; there are 2 trees that need to be trimmed at #5. She got two bids for identical services: Blakemore Lawn Care - \$650 and Wurley - \$2100.00. Hauke motioned to approve services, using Blakemore, it was seconded and approved.

10. Update on Governing Documents – Hauke discussed looking at the documents on file and keeping those that were promising, such as articles of incorporation, history, letters of intent, why the POA was formed, etc. Those will be taken to an attorney for information on legal constraints going forward and a legal framework for by laws and deed restrictions.

New Business:

1. Budget – Whitney wants suggestions for what we need to spend money on. Hauke said we need a financial plan for members to approve. Discussion was held on such items as an operational budget for standing maintenance, etc.; a reserve fund/emergency fund; money for roads, etc. This structure will communicate to members where the money goes and would need to be approved at the annual meeting. Bill said we can do a presentation at the annual meeting with facts and figures for planning purposes, and we should spend some time on this subject at each meeting prior to the annual meeting. Patty explained the advantages of a preapproved budget for ongoing expenses. Hauke suggested having working sessions after each monthly meeting to prepare for the annual meeting and the newsletter. Kenna discussed the cover letter for the mailout.

2. GoDaddy report – Bill reported 67 hits on the website in the past month.

Meeting adjourned at 7:57 pm

Shelley Holiday, Secretary