

LAND'S END HOMEOWNERS' ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS' MEETING
FEBRUARY 16, 2022

The following minutes reflect the actions taken by the Board of Directors (the "Board") of Land's End HOA (the "Association") at the executive meeting of the Board conducted on February 16, 2022 at 285 PR 5980, Yantis, Texas 75497

I. Meeting called to order at 4:06pm.

Attendees Jerri Dawson, Cathy Bastyr, Bill Russell, Joey Bush, Paul Tibbets, Toya Dyess, Juli Neace. A quorum is present.

Also in attendance are homeowners: Beverley Haynes, David Wilson, Diana Wilson, Sandra Russell, Kathy Scheumack, Gregg Charles.

II. Jerri read the participation guidelines for the non-board members in attendance.

III. Jerri asked for a motion to approve the minutes from January 5, 2022. Paul motioned. Cathy seconded. All approved.

IV. In response to a request to the Board to consider short term rental of residential homes within the Land's End community, the HOA attorneys, Phillip Alexander, were consulted. There was a concern by one of our residents that if the Board tried to change the wording of the CCRs pertaining to this request, and the change did not pass, that a challenging resident could turn it around and use it against the Board. The attorney stated that if the change did not garner 66 2/3% of the vote, then our existing CCR should prevail. Cathy passed out copies of her proposed letter. It was agreed that the letter to the owners asking for their vote, for or against the proposed change, should include a return date for owners' responses, perhaps 2/3 weeks. The draft letter has been passed to Christina Tate, who is a resident and litigator, for any other legal advice. Jerri is waiting for a response from Christina to our letter. The original plan was for the new board to send out the letters, but as the annual meeting is not until May, Jerri said we can go ahead and do it now. Cathy said that the Board has not previously changed a CCR. The PRs were established for the purpose of clarifying the CCRs. The Board agreed to wait until end of day on Friday for Jerri to advise of any response from Christina.

V. Concern regarding property taxes on Villa 1 appear to be extremely high. There will be a meeting of the Shared Use Committee. Jerri will find out if the owner has paid the property taxes. She wants to check if the taxes were billed correctly. Paul advised that lot 2 was sold for \$125,000. The taxes on that lot are not known. The land is not owned by the home owner.

VI. Jerri asked about past due assessments. Toya confirmed G44 (Gorman) is outstanding, 3 years totaling \$2100. Jerri advised that a lien has been drawn up to be placed on the

property with the HOA Board's approval. Paul is now working with Jay Gorman to get the dues paid, the total due with legal fees is \$2350. Jerri asked for a motion that if the total due with fees is not paid, the lien will be filed with County. Cathy made motion. Paul seconded. All approved. One other villa owner (Parsons) is outstanding one quarter.

- VII. Jerri, Cathy, Toya, and David met with Lori A. Kindle, CPA in Quitman to discuss and get quotes for her accountancy services. Lori will handle day to day data input, balance sheet, financial statements and monthly download to the treasurer, plus annual 1099 tax return for the board. Each item will be charged separately. The cost is expected to be \$5000-5500 per annum. Jerri asked for an outline of costs for our records. Paul asked who will assist with the title companies going forward. Toya said changes will come through Beverley from Lori. Toya asked for an editable copy of the resale certificate. Paul will provide one. The current one in use is a version from 2014 and is filed as such. Any update to the 2014 form will need to be refiled with the county. The charge for the certificate will be \$50. Paul stated that the charge will be included in the addendum at time of settlement. Any payments will be put in miscellaneous fees. Jerri asked for a motion to approve to follow through with outsourcing the accountancy work to Lori Kindle. Cathy made motion. Bill seconded. All Board members in favor.
- VIII. Jerri said that the Board was aware that Juli has asked to step down. Beverley volunteered to step in. They will work together until the annual meeting. Cathy will not be running again and Toya will be stepping down. Cathy recommended David Wilson, CPA. He will do all the work not being outsourced to Lori Kindle. The Board approved the appointments by email. One of the P.O. Box keys has been lost per Cathy. Cathy bought a new one for \$15. Beverley and Cathy will pick up mail.
- IX. Lori prefers to use Quickbooks desktop version instead of online. To prepare our online version database for Lori, David will need access to the data to set up files. The "Accountants" version level gives access to David, while restricting transactions from being made. He will assist Toya in getting the "Accountant" level access with no additional fees involved. David will restructure the financials to separate the finances of villas prior to Lori taking over. Bill asked about straightening up the charge accounts. This is a priority. David will be working with Toya to ensure this happens.
- X. Jerri raised the issue of dates that people purchase property in the neighborhood. Paul has a lot of dates on a spreadsheet that he can give us. Jerri feels this is something we should track. It will help in various ways, one of which is welcoming new people to the neighborhood. The form at closing has the date on it, tracking will be kept by Beverley on the Master Homeowners' Directory. Toya said some title companies don't give us the necessary information. Paul has good contacts with various companies. Paul can give us names that we can reach out to. Jerri said if the title company doesn't give us the information, how do we know the new owners received the HOA governance papers. Perhaps this is something we should include in welcome packages. Paul suggested we prepare a mass email with website link to direct people to the By Law Policy Resolutions and CCRs for Beverley to send out.

- XI. Jerri checked the federal and state laws against our HOA Retention Policy, concerning the matter of what documents must be retained. The recent years are stored with Beverley and the older years are filed in the Firehouse. Jerri intends to see what can be done to clean up documents no longer needed.
- XII. A resident reported that a business is being run from another residence. There are contractors and others visiting the property on a daily basis. The owner says there is work going on to the house, a housekeeper, and relatives who visit. There is a squirrel abatement program which requires 15-20 days of treatment. Jerri expects that the work will be finished within a month and hopefully there will be less traffic to the home. Pictures have been taken, which is of concern as it may be perceived as invading the privacy of neighbors. The home is being rented on a year lease. People can work from home but not run a commercial business from a home per our HOA governance documents. A short discussion took place clarifying the difference between working from home and incurring commercial traffic from a business in the neighborhood.
- XIII. Thank you to Joey for removing the dead deer from the pond, and clearing the leaves from the culvert on PR 5990/5987.
- XIV. Jerri asked if any of the residents present had a question for the Board. No questions were asked.
- XV. Jerri asked for a motion to adjourn. Cathy made motion. Joey seconded. All approved. The meeting adjourned at 4.55pm.