

**CANYON GATE @CINCO RANCH HOMEOWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**February 16, 2018**  
**10:30 AM**

**PRESENT/QUORUM**

Present and representing a quorum were Bernadette Leaney, Doug Brewer, James Pongrass, JR White and Joe Gibson. Several homeowners were in attendance as well.

**CALL TO ORDER**

The meeting was called to order by Bernadette Leaney at 10:39 am.

Several residents addressed the board about various topics. Included were concerns about transparency, better communications between the board and homeowners, and the bid process. Homeowners would like to the board to consider the ability for homeowners to view the board meeting online while in progress, and the distribution of meeting minutes within a few days of meeting. It was determined that the suggestions made will all be part of what is discussed with new property management companies once the board narrows the field from five companies to three.

The board clarified their position on expenditures and agreed that they would notify the community when they were considering expenditures of \$50k or above. This information would be contained in the agenda that was sent out for meetings to approve such or in an email.

Jim Pongrass brought up the possibility of self-management, where the HOA would form a corporation to be the management company. There was verbal opposition to this suggestion.

Joe stated that one of the PM companies did not provide enough information and was therefore eliminated from consideration. Another company was also eliminated due to inflated pricing.

There was discussion on how some of the larger companies could assist with web portal technology, reduction in insurance and banking costs, as well as electricity costs. The board discussed the various bids received and some of the things that the HOA might be able to keep control over to reduce costs, such as deed restrictions and architectural control matters.

JR excused himself to leave for a work commitment.

The board selected three companies from the five, and agreed to hire Kristine Thomason, KJT Consulting and meet as soon as Kristine's schedule allows so the board can put together a list of specifications and discuss with her what their expectations are for a property management company. The board would forward the proposals received from the three for her review. Joe will contact Kristine to set up meeting day/time which will be in Executive Session the following week.

The board discussed how to handle the overlap between Patty's departure and the onboarding of a new property management company. It was agreed that Li Pongrass can continue to work in the office giving receipts, entering EZ tags, etc. in the interim. Elise Gibson offered to assist with receiving payments in the accounting software.

**With no further business to discuss, the meeting adjourned at 12:45 pm.**

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**Doug Brewer, Secretary**