

RPOA

# Board Meeting

---

29 JANUARY 2024 / 5:00 PM

## ATTENDEES

Kelly Baudat, Crystal Dietert, LaRae Nelson, and Linda Alves

## ABSENT

Larry Hope

## NOTES

- Last December's meeting notes/highlights read by KB
- Treasurer's Report (LN):
  - 9 owners unpaid for 2023 to date
  - Info sent to CPA (Roy Wiesner) today to provide quote to prepare Form 990 for RPOA. After filing, be prepared. This may open up a can of worms to get the RPOA back into legal compliance.
  - Shirley @ Prosperity Bank needs everyone with signatory authorization to return for updating. (KB will check tomorrow AM and we'll update Dec meeting notes as required).
  - Per LN, homeowner's can still vote at annual meeting as long as they meet certain conditions per TX Administrative Code. (They are not automatically disqualified to vote as initially thought).
  - Each lane entrance has a dedicated meter that incurs a pretty substantial base charge. Miniscule electric usage is added to SBEC bill after the base charge.
  - Insurance for Board: insurance is to cover any potential errors & omissions. Should be up for renewal in July. Is this a fair rate? When was the last time this went out for bid? Action item: get more quotes before renewal.
  - Mowing estimate will be kept @ \$7k for 2024 for consistency (drought year or not).

- As a homeowner's association board – how can we show/demonstrate value for lot fees?
- Per LN, where do we have liens filed? Any paperwork anywhere? (heard that Frank Newman filed liens but, where are they?)
  - If we get HOA fees paid at closing, why are we even concerned with liens?
- LA tabled recent real estate inquiries for discussion and update.
  - From December 1 to date: there have been 5 requests for a statement of account and / or resale certificate.
  - Old / previous board info reviewed:
    - Lot fees are NOT prorated. Annual payment only.
    - January 31 will be the mailing date for all lot fee invoices.
    - Due upon receipt.
    - Late payment date: April 1
    - Transfer fee vs. resale fee?
  - RESALE CERTIFICATE published by the TX Real Estate Commission.
    - CD to check with her contacts regarding any possible legal benefits to require this form.
      - I.e. – We know that TX law states that purchase of real estate inherently makes buyers a member of the RPOA – but, would a RESALE CERTIFICATE also solidify this (like a contract)?
- Riverwood address / directory questions –
  - To the best of their ability, LN & LA have rebuilt all property owner records and completed 2024 invoicing.
    - 2024 invoice mailing tomorrow, we'll see if any invoices are returned (or not) for bad addresses.
    - KB shared previous RPOA files were also saved on a flash drive in her possession.
  - Per LA, email addresses outstanding:
    - Riverwood Ln – 35 owners / 4 without email address
    - Pin Oak – 41 owners / 16 without email address
    - Windmill – 38 owners / 18 without email address
      - For the last email blast (Annual Meeting Note Summary) – 85 emails sent / 60 emails opened (70%).

- LN recalled seeing a note about law change effective Feb 1 regarding email consent form? May have been with Shopify, LN will check.
  - LA knows that per FCC (CAN-SPAM Act), there only needs to be an unsubscribe option for any broadcast email communications (i.e. why Constant Contact was used for the Annual Meeting notes summary sent to residents).
- Newsletter – Status & frequency?
  - Discussed content would only need to include event info: Tree trimming, picnic, Spring heavy trash dumpster events. (no articles / writing required).
    - Utilize Facebook events / signage / email / Ladies coffee for multi-channels of communication.
    - Picnic: \$600 RPOA contribution agreed for meat & paper products. Guests bring side dish. RSVP will be needed.
    - Tree trimming: KB awaits second quote. For trees overhanging into the street, deadline in March: RPOA will call Waller County to buzz cut if not dealt with by owner (?).
    - Dumpster rental(s). CD will check pricing of 1 – 3 dumpsters. For Seniors, will they need help moving items?
      - Concern: do we need to prohibit certain items from being thrown into the dumpster – i.e. paint, electronics, etc.? Who will police this?
- Since meeting time was limited to one hour. Next meeting? February 5.