

Windy Hill Farms Homeowners Association, Inc.

Board of Directors Meeting Agenda

Tuesday, August 7, 2018 at 6:30 pm

Clubhouse 130 Shelby Trace, Murphy, TX 75094

1. **Call to Order:** Meeting was called to order at _6:25_.

2. **Roll Call –**

A. Establish Quorum- Quorum was established with _4_ members of the board in attendance.

B. Proof of Notice – Emailed on _7/11/2018_ and posted to community website.

C. Introduction of Board Members & Community Manager:

Present Not Present Wade Williams, President

Present Not Present Chad Yeary, Vice President

Present Not Present Eric Kristiansen, Secretary

Present Not Present Rajesh Jyothswaran, Member

Present Not Present Christopher Schools, Treasurer

Present Not Present Sebastian Dodson, Community Mgr.

3. **Approval of the April 2018 meeting minutes** – _Everyone_ read the April 2018 meeting minute. A Motion was made by _Wade_ to approve the meeting minutes with corrections to the prior meetings executive session including confirming the increase of assessments in 2019 to \$540.00, this was initially brought to the memberships attention during the 2018 annual meeting, seconded by _Rajesh_, with _All_ in favor the motion was carried.

4. **Financial Review/Treasurer's Report** – **Operating** \$83,130.64 **G-Reserve** \$15,270.81 **A-Reserve** \$100,000.00

a. AR 7-31-2018: \$39,536.06 AR 6-30-2018: \$36,913.64 Difference \$2,622.42

5. **Community Mgr. Report –**

a. Reviewed Friday Update.

b. Went through recent financials and created 2019 budget.

6. **Committee Reports:**

a. Wade addressed the homeowners and asked if anyone would like to volunteer as social committee chairperson so that the HOA could hold social events. The HOA has the funds but is lacking volunteers. Nobody volunteered.

b. ACC Chairperson addressed the homeowners in attendance and presented suggestions that homeowners could implement on their property to better maintain their property. ACC chairperson focused on fences, lawns, and general property maintenance items. Discussion continued to the associations violation process and how the HOA ensures homeowners are maintaining their property.

7. **Ratify prior actions:**

a. Board Ratified increasing assessments at the 2018 annual meeting and confirmed that approval in the April board meeting executive session, furthermore the approval will be included in the 2019 budget under review tonight.

8. **Old Business Still on the Table**

a. Pool Card Upgrade – Tabled until 2019

b. Pool Decking for 2016/2017? - Board tabled to vote via email

9. **New Business –**

a. Holms Service Contract Adjustment – Wade motioned to continue the contract with Holms Services, seconded by Chris, with all in favor the motion carried.

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- b. Transferring Reserve Accounts – \$15,270.81 currently at Green Bank Reserve – Wade motioned to transfer the remaining funds in the Green Bank reserve account to the Alliance reserve account due to a higher interest yielding benefit to the HOA, seconded by Eric, with all in favor the motion carried.
- c. 2019 Budget & Assessments \$540.00 – Wade motioned to approve the attached budget for 2019, seconded by Eric, with all in favor the motion carried.
- d. 2019 Meeting Schedule: - Tabled Contract to increase to 5 bod meetings and 1 annual meeting per year.
- e. HOA Annual Assessment Letter and additional notices to be presented to the membership: The board agreed to e-blast information regarding the following topics during the last week of August:
 - i. Roof shingles
 - ii. ACC approval requirements
 - iii. Door and gate access upgrade/2019 pool season cards at 2019 annual meeting
 - iv. Billing policy/2019 HOA assessment increase
 - v. Property condition status – suggestions for property maintenance
 - vi. Homeowner BOD and Committee involvement in the community
- f. Infassure door locking mechanism bid – Tabled
- g. Confirming September board meeting date – 10-23-2018 – Clubhouse

10. Homeowner Open Forum – Homeowners will have up to two minutes to present an issue and suggest a resolution. Board will not answer questions, please do not ask any. Board may respond to homeowners outside of the meeting or by other means of communication.

Homeowner wanted to know the details and standards to maintain yards properly. Homeowner believes enforcement is not strict enough, neighbors of the speaking homeowner are not properly maintaining yards, shutter, stain on fences, or paint on their homes. Homeowner wants to see increased focus on standard maintenance.

Christopher addressed the homeowners and explained the violation policy and that we want to enforce the governing documents but also be good neighbors. We do pay attention to homes with issues in the community.

Homeowners addressed the board regarding a common area that stretches behind their homes which is not being maintained

Wade addressed the homeowners and explained that C&B cannot get landscaping equipment back there to maintain, this area is a green belt and a natural landscape. Wade stated that he will work directly with a selected homeowner to attempt to resolve this issue as long as the cost is reasonable, and the work does not put additional liability on the HOA.

Homeowner addressed the board about a roof that was replaced without ACC approval and asked the board to allow the color and not require the homeowner to replace the roof. Board addressed the homeowner and let them know that the issue is under discussion and we would have an answer soon.

11. Executive session: 8:05

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- a. Aging:
 - i. Review next action on delinquent legal status cases at MM.
 - ii. Discuss sending all accounts with a delinquent balance that also include assessments to the attorney. Account numbers are as follows: 6912600208, 6912000131, 6912000128, 6912700158, 6912900632, 6911500223, 6912000120, 6910900300, 6911800144.
- b. Violation:
 - i. Discuss focus of the association.
 - ii. Site Manager report: Account #6910300218.
 - iii. Discuss unapproved roof replacements.
- c. Hearing:
 - i. N/A
- d. Specific account update/request:
 - i. Account #6911500201 violation/payment plan status.
 - 1. Notified of violation and need to cure directly from attorney on 7-17-2018
 - 2. Last payment received on 8-1-2018 for \$460.00
 - ii. Account #6912900613 requesting fine write-off amount \$150.00 for not completing ACC.

12. Motions following Executive Session and summary

- a. Rajesh motioned to send all nine accounts with pending balances due including HOA assessments to the attorney's office to collect and escalate, seconded by Chris, with all in favor the motion carried.
- b. The board briefly discussed the existing fining policy and decided that the policy may need to be amended to make the policy more effective. The board will also be appointing two additional members to the ACC to assist in drafting the Architectural Standards that will be published and expressed to the membership. The Architectural Standards will have the same weight as the governing documents and CCR's as expressed within the CCR's. This is a way that the HOA can enforce the governing documents fairly and ensure that properties are properly maintained, and new additions are of first class quality.
- c. The board has not made their final decision regarding the allowable roof colors in the HOA.

13. Adjournment – Meeting adjourned at 8:37.