

**Windy Hill Farms Homeowners Association, Inc.**

**Board of Directors Meeting Minutes**

**Tuesday, July 9, 2019, at 6:30 p.m.**

**130 Shelby Trace, Murphy, TX 75094**

**1. Call to Order:** Meeting was called to order at 6:34.

**2. Roll Call:**

A. Establish Quorum- Quorum was established with 4 members of the Board in attendance.

B. Proof of Notice- Emailed on June 25, 2019, and posted to community website.

C. Introduction of Board Members & Community Manager:

Present  Not Present  Chad Yeary President

Present  Not Present  Carl Telthorst Secretary

Present  Not Present  Eric Kristiansen Member

Present  Not Present  Rajesh Jyothswaran Vice President

Present  Not Present  Barbara Klingler Treasurer

Present  Not Present  Sebastian Dodson, Community Mgr.

**3. Approval of the March 2019 meeting minutes:** Everyone read the March 2019 meeting minutes. A motion was made by Chad to approve the meeting minutes, seconded by Rajesh, with all in favor the motion was carried.

**4. Financial Review/Treasurer's Report:** **Operating** \$115,957.70      **Reserve** \$111,023.80

a. AR 6-30-2019: \$22,470.59      AR 5-31-2019: \$27,733.16      Difference \$5,262.57

**5. Community Mgr. Report:**

a. Worked with vendor to get storm damage trees removed timely.

b. Worked out of the clubhouse on Wednesday each week in May to pass out pool cards, distributed about 120 cards.

c. Got a \$1,000.00 price cut on C&B's monument work proposal.

**6. Ratify prior actions:**

a. Board denied write-off for account number 69110\*\*\*\*\*.

b. Board approved write-off for account number 69114\*\*\*\*\*.

c. Board approved write-off for homeowner of account numbers 69120\*\*\*\*\* and 69120\*\*\*\*\*.

d. Board approved terminating contracts with Brightview Landscaping and hiring C&B to continue maintaining the community for \$49,362.00.

e. Board approved foreclosure action taken regarding account number 69118\*\*\*\*\*.

f. Board approved renewing new 60-month term contract with MP2 energy.

g. Board approved installing new landscaping at Heritage Pkwy. monument that was later halted due to lack of progress when we changed vendors from Brightview to C&B.

h. Board approved tree pruning, Clay and Dublin entrance refresh, Heritage Parkway Lantanas, Heritage monument refresh, and Erosion control bids provided by C&B for a 15% discount totaling \$31,300.00

**7. Committee Reports:**

a. Architectural Control Committee- Carl announced that the focus of the community regarding maintenance is on grass, weeds, shrubs and trees right now. Later in the year we want to focus on installing Sod and repairing fences though we will address any noticeable issues as they present themselves.

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

a. N/A

**9. New Business:**

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- a. Landscaping behind Sarah Way- Chad will contact C&B to discuss and report back to the Board.
- b. Discuss the value of the HOA website and upkeep- Barbara volunteered to update the website.
- c. Clubhouse furniture assessment and discussion- Barbara and Carl will lead refurbishing the chairs in the clubhouse.
- d. Signage missing on the trail between the two sides of the community- Sebastian will draft a sign and seek board approval.
- e. Balance sheet asset depreciation- Carl motioned to remove the fully depreciated fixed assets from the balance sheet on the HOA financials, seconded by Barbara, with all in favor the motion carried.
- f. 2020 Budget: Chad motioned to approve the 2020 budget proposed with the addition of a reserve expense budgeted for refreshing the clubhouse with new furniture, fixtures, art, etc., and no assessment increase, seconded by Carl, with all in favor the motion carried.

**10. Executive session:**

- a. Aging:
  - i. Discuss sending all accounts with a delinquent balance that also include assessments to the attorney. Account numbers are as follows: 69120\*\*\*\*\*, 69115\*\*\*\*\*.

**11. Motions following Executive Session and summary:**

- a. Chad motioned to move account numbers 69120\*\*\*\*\*, 69115\*\*\*\*\* to the HOA's attorney to escalate to the next step whenever available through foreclosure, seconded by Barbara, with all in favor the motion carried.
- b. Board advised Sebastian to contact account number 69109\*\*\*\*\* to request a payment plan.
- c. Board advised Sebastian to contact the attorney and request that they offer 69115\*\*\*\*\* a 4K fine balance write off if they correct all violations within a reasonable timeframe.

**12. Adjournment: Meeting adjourned at 8:32.**