

Windy Hill Farms Homeowners Association, Inc.

Board of Directors Meeting Minutes

Tuesday, November 5, 2019 at 6:30 pm

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 3 members of the board in attendance.
 - B. Proof of Notice – Emailed on 11-1-2019 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 Rachel Maxon, Community Mgr.
- 3. Approval of the March 2019 meeting minutes** – Everyone read the September 2019 meeting minute. A Motion was made by Rajesh to approve the meeting minutes, seconded by Carl, with All in favor the motion was carried.
- 4. Financial Review/Treasurer's Report** – **Operating** \$10,025.06 **Reserve** \$114,654.86
 - a. AR 8-31-2019: \$21,883.10 AR 10-31-2019: \$22,643.30 Difference \$760.20
- 5. Community Mgr. Report:**
 - a. Reviewed account information for write off requests and hearings.
 - b. Vendor management on projects
 - c. Homeowner communication
- 6. Ratify prior actions:**
 - a. Board approved clubhouse floor refresh, fireplace and new furniture.
 - b. Board approved new fans for the clubhouse as part of the refreshment project.
 - c. The Board approved contracted installation of the holiday lights. Scheduled for install 11/29.
- 7. Committee Reports:**
 - a. Architectural Control Committee – no new reports.
- 8. Old Business Still on the Table:**
 - a. Clubhouse Parking lot- Rachel will source bids for signs.
- 9. New Business:**
 - a. Clubhouse bathroom and kitchen- Tabled until January.
 - b. Holiday Party- Carl will ask if there is a volunteer in the community who is willing to plan this, Rachel will investigate a company who will do this for the HOA.
 - c. Backflow Test- scheduled for next week.
 - d. Pool repairs- ask Aaron about potential repairs and when to schedule them.
 - e. Discussion on potential 2020 projects- Board wants to investigate installing a tennis court, tree trimming on greenbelt in spring, cover for the pool.
- 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: 69109*****

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- ii. Discuss current accounts at the Attorneys office

11. Motions following Executive Session and summary

- a. Board unanimously decided on sending a Last chance letter for account 69109*****.
- b. Reviewed legal accounts and current status.
- c. Homeowner came to request an extension for their fence around their tree until end of April, board unanimously approved.

12. Adjournment – Meeting adjourned at 7:48 pm.