

**HIGHLANDS PROPERTY OWNERS' ASSOCIATION, INC.**  
**SPECIAL MEETING OF BOARD OF DIRECTORS**  
**MAY 17, 2025**

A Special Meeting of the Board of Directors of the Highlands Property Owners' Association, Inc. (the "Association") was held at 42089 Crooked Stick Dr, Whitney, Texas, on Saturday, May 17, 2025. The meeting location was changed from the outdoor Highlands Pavilion due to inclement weather. Members of the Association were properly notified of the meeting and were invited to attend. The Notice and Agenda for this meeting is attached to these minutes. Directors in attendance were Gerry Mayer and Michael Pollard.

Gerry Mayer, President and Director of the Association, called the meeting to order at 2:31 pm.

Mr. Pollard acknowledged that all two Directors of the Association were in attendance and Tommy Edgar granted his proxy to Mr. Mayer. Mr. Pollard declared that a quorum existed.

The first order of business was the Consent Agenda to allow the Board to ratify, in open Board meeting, all actions taken by unanimous email votes since the last open meeting. Mr. Mayer presented the following email action to the Board for ratification:

- A series of emails and other communications, beginning January and culminating in March, among Board members led to the Board's decision to replace both of the Association's pool pumps. The Board decided to purchase two new Pentair Intelli Flo Variable Speed pumps with Safety Vacuum Release Systems that automatically shut off when drain blockage is detected.
- The cost of both pumps totaled \$5,729.67. This expenditure was funded out of the Association's Capital Reserves account.

Mr. Pollard noted that Sylvia Littlefield was a valuable resource in helping the Board determine the best solution at an affordable price. The Board expressed sincere gratitude to Sylvia for her service.

Mr. Mayer then announced that Tommy Edgar submitted his resignation as a director of the Association effective today. A motion was made, seconded, and approved that the Board accept Mr. Edgar's resignation effective immediately.

Mr. Mayer then explained that the Association's bylaws provide that a Board vacancy may be filled for the unexpired term of his/her successor by the affirmative vote of the remaining directors. Mr. Mayer then nominated Brad Branstetter to fill Mr. Edgar's unexpired term ending in May 2026. A motion was made, seconded, and approved to appoint Mr. Branstetter to the Board effective immediately. Mr. Branstetter took his seat at the Board's table.

Mr. Mayer then opened the floor for questions from Members in attendance. No matters requiring action by the Board were brought to its attention during this time.

The Special Meeting was adjourned at 2:45 pm.