

**SILVERADO ESTATES PROPERTY OWNERS ASSOCIATION INC.**  
**BOARD OF DIRECTORS - MEETING MINUTES**  
**7/25/2020 9:00 AM**

---

**1) CALL TO ORDER**

- a) The SEPOA Board of Directors meeting was called to order at 9:05 AM.
- b) The meeting was held outdoors at Henly Baptist Church parking lot.
- c) A Quorum was confirmed (all 3 of the Board of Directors were present).
- d) The purpose of the meeting – Regular Board of Director’s Meeting.

**2) REVIEW OF AGENDA ITEMS**

**Old Business:**

- (1) Secretary/Treasurer’s Report presented by Mike Mercatante
  - (a) Update on Resale Certificates (TREC Documents) prepared since last meeting: Resale Certificates are requested by Title Companies in preparation for “Closing” on the sale of property. Three TREC Documents were requested.
    - (i) 581 Miss Donna Lane prepared 1/10/2020
    - (ii) Lot #19 prepared 6/9/2020
    - (iii) 581 Miss Donna Lane prepared 6/16/2020
    - (iv) It was brought to our attention that Lot #36 was also sold, but the Title company did not request a Resale Certificate.
  - (b) Financial Report – The “Revenue and Expenditure YTD 2020 Report” was reviewed in detail, all revenue received and all expenses paid so far in 2020.
- (2) Architectural Control Committee’s Report presented by Tom Wycoff
  - (a) Change to Committee members. Phil Stringer resigned and Paul Mason will replace him.
  - (b) Activity since the last meeting and update on construction in progress
    - (i) 1394 Beauchamp Lot#56 Approved construction of decorative windmill (Feb 2020)
    - (ii) 1285 Beauchamp Lot#35 Approved home construction (Feb 2020) nearing completion
    - (iii) 1536 Beauchamp Lot#60 Approved extension of fence and construction of work shed (May 2020)
    - (iv) 158 Miss Donna Lot#20 Currently working with property owners, who are collecting items to submit for Architectural Review for home construction project.
  - (c) A new Architectural Committee Review Request Form was created for property owners to fill out and submit when requesting an AC review. The new form can be downloaded from the Silverado Estates POA website, located under “SEPOA Docs.” It contains a checklist of items that need to be included when submitting a request for review.

**3) NEW BUSINESS**

- (1) Paul Mason presented three new Policies that the Board of Directors worked to create with the law firm retained to assist SEPOA with documentation. These policies are:
  - (a) “Open Records Policy”
  - (b) “Payment Plan Policy”
  - (c) “Governing Documents Enforcement Policy”

Mike Mercatante recommended a motion to Approve all three new policies. Larry Bader 2<sup>nd</sup> the motion.

**RESULTS**

The Board of Directors APPROVED all three new policies

**ACTION ITEM**

Secretary/Treasurer will submit signed and notarized policies to the law firm to finalize the processing of the policies by including them in a “Notice of Dedicatory Instruments” to be filed with Hays and Blanco Counties. Once processing is completed these policies will be posted on the SEPOA website.

- (2) Due to confidentiality, the status of current Deed Restriction violations will be discussed by Board Members in an Executive Meeting following this meeting.
- (3) The Board briefly discussed options for holding the Annual Meeting. The last Annual Meeting was held in September of 2019. Due to the current Covid-19 situation it may be necessary to look for alternatives and options for conducting the election of Board of Directors for 2020-2021 term. A decision will be made at a later date.

**4) ADJORN MEETING**

- a) Attendees were asked if there were any new business items to be discussed. There being no further business the meeting was adjourned at about 9:25 AM

**5) NEXT MEETING**

- a) The Board of Directors has not been able to meet regularly due to the current situation with the Covid-19 virus. The next meeting will be called only if there is an urgent need to discuss new business.

**BOARD CERTIFICATION & APPROVAL OF MINUTES:**

“This is to certify that the Silverado Estates Property Owners Association, Inc. is a Texas Nonprofit Corporation; that the Board is duly constituted; has made all decisions based on reasonable investigation, in good faith and with regard to the best interests of the community and its members; has exercised discretion within the scope of its authority under relevant statutes, covenants and restrictions in discharging its obligations; and hereby approve the authenticity of actions reported in minutes of this meeting.”