

MINUTES OF THE SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE RANCHES AT BOBCAT RIDGE
PROPERTY OWNERS' ASSOCIATION

The special meeting of the Board of Directors of The Ranches at Bobcat Ridge Property Owners' Association, Inc. (the "Association") was held at 11:00 a.m., on the 26th day of October 2023, pursuant to a written waiver of notice and call of such meeting signed by all of the Directors, which written waiver is attached hereto, marked Exhibit "A" and made a part hereof for any and all purposes.

The following Directors were present:

Austin Cutright

Mark Stout

Michael Hornbeck

The following Directors were absent:

None

After review of the October 23, 2023, meeting minutes, Austin Cutright made a motion to approve the minutes as read. Mark Stout seconded the motion. All were in favor.

The President of the association, Austin Cutright, then announced that all of the Directors had signed a waiver of call and notice of meeting, a copy of which is attached hereto, marked Exhibit "A" and made a part of hereof for any and all purposes, that conditions precedent had been satisfied, that a quorum was present, and called the meeting to order.

Austin Cutright, presented on his conversations with Snow Garrett Williams, a CPA firm in Weatherford, TX, to inquire about obtaining assistance for the Association required federal and state filings. The annual reoccurring estimate was \$400. However, the cost for the remainder of the year was \$200 and any associated fees to complete the filings for this year. After discussion, Mark Stout made a motion to approve the expenditure for the current year. Austin Cutright seconded the motion. All were in favor.


Austin Cutright, also presented on updating the Association Management Certificate currently on file with the Hill County Clerk. The estimated cost for recording is \$26.00 for the first page and \$4.00 per each additional page. The revised Management Certificate is estimated to be a total 4 pages. In conjunction with this update, the Board also discussed creating a website as the Management Certificate must now be recorded with Texas Real Estate Commission (TREC) who allows the inclusion of a website. Mark Stout presented on the associated costs of maintaining a website, which totaled \$145.00 annually and noted a small increase after the first year. After discussion, Michael Hornbeck made a motion to approve the expenditures for the current year. Austin Cutright seconded the motion. All were in favor.

Mark Stout presented on the history of resale certificates that are required to be completed by the Association under Texas law. The Board debated the time and expense involved and decided to adopt a resolution setting fees for such resale certificates. The fees are as follows: The standard charge for a


Certificate is \$200.00. If the Certificate is required on less than five (5) business days, an additional expedited fee of \$75.00 applies. If the Certificate is required on less than two (2) business days, an additional expedited fee of \$150.00 applies. Austin Cutright made a motion to adopt the resale certificate fees in a formal Board resolution. The estimated cost for recording a board resolution is \$26.00 for the first page and \$4.00 per each additional page. The Board resolution is estimated to be a total 4 pages. Austin Cutright made a motion to approve. Michael Hornbeck seconded the motion. All were in favor.

Mark Stout and Michael Hornbeck also presented on the transition of the financials and bank account for the Association from the former Treasurer, Brian Hall. All members became account holders but only Austin and Michael have the ability to make changes. The Board discussed instituting a policy of having two signatories for any expenditure but allowing a single individual to deposit funds. Austin Cutright made a motion to approve. Mark Stout seconded the motion. All were in favor.

No further business coming before the meeting, upon motion duly made and seconded, the meeting was adjourned on the same date of the convening thereof.


Austin Cutright, President

ATTEST:


Mark Stout, Vice President

**WAIVER OF CALL OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE
RANCHES AT BOBCAT RIDGE PROPERTY OWNERS' ASSOCIATION, INC.**

I, the undersigned, being one of the Directors of The Ranches at Bobcat Ridge Property Owners' Association, Inc., do hereby waive any and all notice that might be required of the special meeting of the Board of Directors of such corporation which is to be held at 5:00 p.m. on the 26th day of October 2023.

Austin Cutright

Austin Cutright, President

**WAIVER OF CALL OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE
RANCHES AT BOBCAT RIDGE PROPERTY OWNERS' ASSOCIATION, INC.**

I, the undersigned, being one of the Directors of The Ranches at Bobcat Ridge Property Owners' Association, Inc., do hereby waive any and all notice that might be required of the special meeting of the Board of Directors of such corporation which is to be held at 5:00 p.m. on the 26th day of October 2023.



Mark Stout, Vice President

**WAIVER OF CALL OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE
RANCHES AT BOBCAT RIDGE PROPERTY OWNERS' ASSOCIATION, INC.**

I, the undersigned, being one of the Directors of The Ranches at Bobcat Ridge Property Owners' Association, Inc., do hereby waive any and all notice that might be required of the special meeting of the Board of Directors of such corporation which is to be held at 5:00 p.m. on the 26th day of October 2023.

Michael S Hornbeck

Michael Hornbeck, Treasurer