



Durham Park Association
800 Glasscock Rd, Liberty Hill, TX 78642

BOARD MEETING MINUTES

7:00 p.m. Wednesday Jun 24, 2026

Meeting Called By: President, Kara Edwards, 7:00 p.m.

Attendees: KE, LP, MG, JW, GE, CJ

Absent: DR

Board Appointment

Motion to appoint Corinne Jacobson as Secretary. MG moved, JW seconded. Approved 100%.

Treasurer's Report – MG

Assessments continue to be received through mail (approx. \$6-7K) and QuickBooks, totaling approx. \$15K during the reporting period, and mailing/address discrepancies were resolved.

Balances: Checking #1 \$22,682.48 | Savings \$973.60 | Checking #2 \$6,228.58

Action: MG to post weekly assessment reminders through July 1.

Maintenance Report – JW

Routine maintenance continues. Fuel expense for mowing and grounds maintenance totaled \$103. Increased trash collection needs were noted during pool season. Tree trimming and removal near the pond remain future priorities.

Actions: LP/CJ to coordinate clubhouse scheduling through the website calendar. JW to update meeting schedule signage.

ACC Report – GE

Pool documentation and property reviews remain in progress. Twelve compliance letters were issued regarding vehicles and property restrictions.

Pool & Building

No significant issues reported. Preventative termite and pest treatment was completed on 6/23 and will continue as scheduled on Friday, 6/26. Labor and treatment donated (normal cost \$1200); \$300 was paid to cover cost of chemicals.

Old Business

- No Soliciting signs have been ordered and are expected next week; DR and GE to oversee installation.
- Assessment collections remain on track; reminders will continue through July 1.
- Violation and compliance follow-up remains ongoing.
- Windy Hill Ranch – letter sent asking for update in reduction of horses with proof of downsize.

New Business

- **Waste Collection Services (TDS)**

The Board discussed a proposed neighborhood service including weekly trash collection, bi-weekly recycling, quarterly bulk pickup, and 96-gallon containers at an estimated cost of \$90 per quarter. Discussions and approval process are ongoing.

- **Pond**

Erosion concerns at the dam were discussed, along with possible future drainage improvements. The Board will revisit repair options in approximately three months.

- **July Pool Event**

Motion approved for the purchase of popsicles for the July 4th holiday weekend, not to exceed \$30. LP moved, MG seconded. Approved 100%.

- **Meeting Schedule**

Beginning August 11, 2026, regular Board meetings will be held on the second Tuesday of each month at 7:00 p.m. No meeting will be held in July.

- **Actions:** JW to update signage and Board members to notify residents.

- **Insurance Review**

Three insurance proposals are under review. Additional facility information was gathered to support the quoting process.

Public Forum

The Board discussed an ACC request and related property concerns with residents. Additional communication and documentation review will continue.

Executive Session

- The Board entered Executive Session to discuss property matters, training requirements, and asset protection procedures.
- All Board members are required to complete Open Meetings/Open Records training by September 30, 2026.
- The Board approved the purchase of locking storage bags and identification tags, not to exceed \$75. MG moved, LP seconded. Approved 100%.
- Additional procedures were established regarding credit card controls, key management, asset accountability, mailbox monitoring, and two-signature check requirements.

Adjournment

Meeting adjourned at 8:53 p.m.

Next Meeting: Tuesday, August 11, 2026, at 7:00 p.m.