**CLHPOA MONTHLY MEETING, 2018**

**AUGUST 21**

**7:00 PM**

**Call to order:** Vice president Wendy Johnston called the meeting to order at 7:07 p.m. A quorum was established.

A motion was made to to elect the following officers and directors:

**President:** Tom Huff

**VP#2:** Rosie Cano

**Secretary:** Cindy Linville

**Recreation:** Rosemary Burkhardt

**Compliance:** Rick Sargent

**At Large:** Tony Carrol

**MOTION: To elect the above officers and directors:**

**Johnston/Linville**

**Approved**

Wendy Johnston turned over the gavel to the new president.

President Huff asked for volunteers for Treasurer position, Parliamentarian position, one Compliance position and pool position. Bill Burkhardt volunteered to be treasurer

**MOTION: That Bill Burkhardt be appointed treasurer**

**Petrach/Johnston**

**Approved**

Minutes of the June 19, 2018 meeting were read by the Secretary.

**MOTION TO ACCEPT MINUTES**

**Johnston/Attra**

**Approved**

**Treasurer’s report:** Pat Petrach discussed RealManage and the variety of issues we are having. They have 300 open cases and have reassured us they are working on them. Discussed the difficulty of property owners understanding paying the dues vs the CISA. It was suggested that it needs to be more clear to the property owner(Details in hard copy of treasurer’s report). She gave current bank balances. (See treasurer’s report hard copy).

**MOTION: To accept the Treasurer’s Report**

**Rosie Cano/Tony Carroll**

**Approved**

**General report:**  President Huff reported that from the last meeting, there was a general discussion of the RealManage transition. We did establish 3 major compliance violations. Board member recruitment was discussed. Vice-president Wendy Johnston said there was a backlog of calls that RealManage is working on. We are trying to stay on top of the RealManage transition. A member asked how to access RealManage online and Wendy explained there is a portal that the access instructions are on the Welcome letter. A member asked about transfer fees. It was explained that the amount is what RealManage charges. Pat discussed trying to finalize the audit with RealManage. Mailing lists were updated.

**Pool director’s report:** Gordon Kneuemann (outgoing president) discussed the pool crack and the fee of $675.00. A member, Maria Major, suggested what to look for for possible leaks. Patty (outgoing director) is still giving out pool cards. Member Sage asked if we have insurance for pool repairs. We have insurance for pool injuries, accidents at the pool, not for repairs.

**MOTION: To have pool company detect for leaks.**

**TonyCarroll/Wendy Johnston**

**Approved**

**Recreation report:** Sally (outgoing) reported that the lawn care company did not mow this month as there was not enough grass to mow due to the drought. They did trim the red tipped bushes. She reported that Dumpster Day on August 4 was a success. The dumpster company brings the dumpster Saturday morning which does not allow Friday night dumping. Iron Man helped reorganize the material in the dumpster. There were two pavilion rentals in August. The playground is covered with stickers, and the lawn care company was talked to about treating them. The cycle for stickers and what it takes to kill them was discussed. Gordon suggested that sand be brought in to the playground

Member Chris Feller asked how often the grounds get mowed and was told usually 2 times per month.

**Permits report:** Ed Attra reported there were 13 building permits, 5 for new homes, 2 detached garages, 2 sheds, 1 detached metal building, 2 carports, and 1 patio slab. There were 34 tree trimming requests.

**Compliance report:** Rick is new and there is no report.

**MOTION: To appoint Gordon Kneuemann, our past president, as legal liason with our general counsel on any matter currently in litigation, working with the attorney’s office**

**Wendy/Tony**

**Approved**

Gordon suggested we appoint someone from the board to establish a good relationship with our lawyer.

**MOTION: To accept Mike Mathis’ resignation with regret and appreciation**

**Wendy Johnston/Tony Carrol**

**Accepted**

**MOTION: To accept Pat Petrach’s resignation with regret and appreciation**

**Accepted**

**MOTION: To adjourn to Executive Session**

**Wendy/Rosie**

**EXECUTIVE SESSION**

**AUGUST 21, 2018**

Gordon gave us the Agenda

Discussed talking to Craig Dillon about being pool director

Discussed the Board email site. Suggested changing our passwords

Discussed a sign that says Canyon Lake Hills has deed restrictions.

Ed Attra suggested putting a phone number for CLHPOA on the Civic Club sign, but Gordon suggests we should only use email for the property owners to contact the board. He also suggested we do not use Next Door for CLHPOA business.

Gordon talked about our website host, Kathleen J. Shields [www.KathleensGraphics.com](http://www.KathleensGraphics.com)

830.515.8187

**OLD BUSINESS**

Talked about pool expenses. Discussed ways to raise revenue by raising dues.

We also discussed generating income by raising the price of permits.

Gordon made recommendations for dealing with compliance problems.

No short-term lease policy (not less than 30 days). We have a specific policy against short-term leasing.

**MOTION: To authorize the lawyer to spend 2-3 hours to render an opinion on our position of short-term leasing given the new Texas Supreme Court ruling on our stance**

**Wendy/Toni**

**Approved**

**MOTION: To have our law firm create Records Retention and Open Records Policy (see agenda)**

**Tony/Wendy**

**Approved**

It was discussed we need a legal opinion of modular homes.

Transition suggestions were handed out (see agenda)

**MOTION: For variance given to build a carport to infringe 2 feet into 10 feet on one side and 1 foot on the other side at 3544 Lakeview Drive)**

**Ed Attra/Rosie Cano**

**Approved**

**MOTION: To adjourn**

**Tom Huff/Wendy Johnston**