



TUSCAN VILLAGE HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
JANUARY 15TH, 2026

1. Call to Order

The meeting was called to order at **6:00 p.m.** by **President Steven Braswell**.

2. Pledge of Allegiance

The Pledge of Allegiance to the United States flag was led by **Richard Vaughn**.

3. Attendance and Quorum

Secretary Jessica Durham confirmed a quorum was established with **six (6) board members present**:

- Steven Braswell – President
- Robert O'Conner – Vice President
- Luke Manley – Clubhouse, Pool, and Pond Director
- Richard Vaughn – Grounds Director
- David Hatcher – Treasurer
- Jessica Durham – Secretary

4. Community Safety and Maintenance Concerns

Concerns were raised regarding the safety of children playing in the street after dusk as well as the excessive speed of vehicles traveling through the neighborhood, namely guests. The board agreed to issue a **community-wide safety notice** encouraging increased vigilance and awareness regarding speed limit enforcement and child safety,

noting the absence of sidewalks within the community calls for increased attention on this matter.

Additionally, it was agreed that a **barricade will be constructed across the end of the dam**, along with signage indicating that **vehicles are not permitted to cross the dam**. **Luke Manley** volunteered to complete the construction without reimbursement for labor. All material costs will be covered by HOA funds.

5. Homeowner Participation

A sign-up sheet was made available for any community members present who wished to address the board.

6. Expansion of Director Responsibilities

The President presented a formal document expanding **Luke Manley's responsibilities** to include oversight and maintenance of the **clubhouse, pool, and pond**. All board members agreed and signed the document, formally approving the expanded role.

7. Election of Vice President

The President motioned to elect **Robert O'Conner** as Vice President. The motion was seconded by **David Hatcher**. The motion passed unanimously.

8. Pool Maintenance

The board discussed pool cleaning responsibilities and agreed that **Wyatt Manley** will:

- Clean the pool and surrounding areas **three (3) times per week** during the off-season (**January 1 – April 30, 2026**)
- Perform **daily cleaning during the open season**, beginning **May 1, 2026**

Compensation was approved at **\$125 per month**.

The President proposed the use of a newly secured **pool vacuum system** and identified an individual to train Wyatt Manley on its use and maintenance.

9. Treasurer's Report

Treasurer David Hatcher presented the HOA account balance for the start of the year, referencing the balance as of **November 2025**. He noted:

- Collected HOA funds will be deposited on **January 16, 2026**

- Some funds have already been deposited
- HOA dues collection is **nearly complete**

10. Pond and Pool Updates

Luke Manley reported no issues with the pond.

The board noted positive observations regarding the effectiveness of the recently installed aeration filter for the pond's fountain, resulting in clearer water.

11. Easement/Road Project Update

The President requested the record reflect that **\$1,830** was spent to complete a previously approved road project.

The board expressed praise for the contractor's affordability and quality of work.

Steven Braswell and **Larry** will contact the **City of Glen Rose** to finalize the remaining portion of the road project.

12. Grounds and Trail Review

David Hatcher identified debris behind new construction homes and noted that some areas may require leveling.

Board members **Steven Braswell, Richard Vaughn, Robert O'Conner, and David Hatcher** agreed to survey the affected areas and review the community trail for potential safety improvements; costs associated with any identified improvements will be determined following the review.

13. Communication and Records Management

- **Jessica Durham and David Hatcher** will create updated email distribution lists for:
 - Board of Directors
 - Current community members

This will ensure former residents no longer receive HOA communications, and new members may be easily added.

- The **President and Secretary** will collaborate on a formal process for welcoming new community members and collecting their contact information.
- The board discussed consolidating, digitizing, and securing all HOA records. Outdated documents will be disposed of in accordance with the HOA's **record retention policy**, which the President will identify prior to implementation.

14. Adjournment

The meeting was adjourned at **6:50 p.m.**

Submitted by:

Jessica Durham

Secretary, Tuscan Village Homeowners Association