

**High Gabriel Estates Property Owners Assn. Inc.  
BODs Regularly Scheduled Monthly Meeting**

First Baptist Church, Family Life Center  
10000 RM 2243, Leander, TX

February 12, 2024

Forum:

New Business from Guests (Non-Membership): None

New Business from HGEPOA Membership: None

BOARD MEMBERS Present: Virginia Partain (Chair, S-#6), Darla Engh (Vice Chair, S-#3), Danny Roberts (S-#1), and Veronica Hoffpaur (S-#7)

Board Members Absent: Helen Trahan (Treasurer, S-#4) and Josh Haug (S-#2)

Call to order at 7:40 pm

**POA Open Board Meeting**

Quorum established (4) Call to order at 7:40 pm

Approval of minutes- No January Meeting.

**OFFICERS REPORTS**

1). **Chairman's Report:** Annual Mtg date for the WSC and the POA is February 24, 2024

1a. Notice and Agenda with Proxy required mailing 2-14-2024; a draft copy presented for review

1b. Feb 24<sup>th</sup> Meeting room setup at 1pm by WSC & POA for approx. 40 people. Cost of \$90 each organization for room rental. Light refreshments and door prizes will be provided for attendees.

1c. Membership List – Josh is creating a membership list from a CSV file provided by the Secretary downloaded from the PayHOA (PH) software for use for the annual Member and Proxy verification when signing in. (Written or signed Ballots- not required for uncontested races in association wide election) TPC 209.0058 (c)

1d. **Elections:** BOD One (1) vacant seat having one (1) 1 year remaining (S-1), and one (1) vacant seat (2yr) (S-#2) and 2 incumbents with two (2) year terms. Seats #4 and #6, Helen and Virginia.

Three (3) ACC seats to fill, 1-year terms

2). **Vice Chair:** no Resale Certificate processed the past 30 days

3). **Secretary's Report:** — Annual Assessments were billed 2/1/2024 via the PH software. Some bills on system showed “rejected”; needs investigation with admin staff, could be bad email. Veronica, asst Adm has full access to the system to assist. . Chris Field has volunteered to help on a limited basis. Property Owners are responsible to keep their contact information updated with the POA or online PayHOA. . .

Tax bill on the Arroyo lot was billed to old Developer in care of HGEPOA for 2023 and paid by the Secretary on behalf of HGEPOA. Indicating the name contested on form.

4). **Treasurer's Report:** Not available

## Board Member /Committee Reports

1. **Park/Nature Trail:** no updates Chair: Request and Process Review
2. **ACC (Architecture Control Committee):** POA Chair clarified the situation to date, per legal opinion, the ACC must have open meetings, minutes, and with hard copy docs sent to POA Board, with 3 members as a minimum. Open Meetings when needed will be on 2nd Monday at 6:30 in small room of church for decision-making.

## BUSINESS SESSION

### Unfinished Business Items and General Business:

1. Expenses: Chair suggested cancelling HOA Leader, at \$119 / year.
2. PO Mail Box Fee and Bank Lock Box fees paid and billed WSC their portion of \$185.00 and \$47.00 respectively. . A smaller mail box at half the cost suggested, payments now electronic; however, can't have same box #
3. Summerlyn: Discussion on an agreement for access to the HGEPOA Property on Northside of the River access to the Dinosaur Tracks only for use of their amenities, Pending.
4. Signs: Three "Water Schedule" signs disappeared.

### New Business from Board

1. Officers Elections: scheduled for next regular meeting, March 11<sup>th</sup>. (Bylaws are okay.)
2. Late Fees: to be discussed at the Annual Mtg on how they will be handled in the future following State Rules .

There being no other business, the Chair stated "meeting adjourned"

Adjourned – 9:40 pm