

High Gabriel Estates Property Owners Assn. Inc.
BODs Annual Organization Meeting
First Baptist Church, Family Life Center
10000 RM 2243, Leander, TX

March 11, 2024

Forum: New Business from Guests (Non-Membership): None

New Business from HGEPOA Membership: Misty and David Baker. Misty interested in joining the Board.

Minutes Approval: Email approval between meetings. Feb. 12, 2024 minutes approved via email dated 3-11-24, 4:25 P.M. 4-0-0

Chair (Virginia) explained that the Annual Meeting Minutes then needed approval for the newly appointed directors to be effective for Officer Elections.

Approval of Annual Mtg Minutes: Discussion and clarification of what homeowners can do on the PayHOA system. Josh moved the Annual Meeting minutes of Feb. 24th be approved, Helen 2nd. Vote: 4-0-1

BOARD MEMBERS Present: Virginia Partain (Chair, S-#6), Darla Engh (Vice Chair, S-#3), Helen Trahan (Treasurer, S-#4), Monica Burrage (S-#2), and Josh Haug (S-#5)

Board Members Absent: Veronica Hoffpauir (S-#7)

Josh nominated Misty to Seat #1-. Elected 5-0-0

Chair handed out printed version of the Organization meeting agenda due to the need to include the 2-12-24 Minutes approval before the Annual Meeting Minutes.

Meeting called to order at 8:02 pm with Chair explaining the Bylaws “First order of the day to elect the Officers for the coming year”. Current officer’s duties run thru the end of the Organization Meeting.

Officer Elections

Chairman - Virginia nominated Josh elected Vote 6-0-0

Vice-Chair: Helen volunteered. Vote 6-0-0

Secretary – Monica nominated Virginia -accepted for all 3 tasks. Vote 6-0-0

Treasurer - Josh nominated Helen Vote 6-0-0

1). **Chairman’s Report:** Virginia

1a. Expenses to Income review – the past three years the upkeep/maintenance on the Nature Trail was over \$8,000; expenses related to the park and Arroyo for \$4300. \$1,000 in obtaining legal advice **on re-implementing** the ACC with the required Open Meeting rule.

1b. Late Fees - In 2021 delinquent assessment fees were collected thru extra efforts and Resales. Currently, there are 15 accounts in serious delinquency for about \$7,000 total.

1c. Collections – The assessment collection process is on the POA website, with a payment plan option. If the plan option is not approved or used another step is to be implemented where the owner has an opportunity to appear before the Board.

1d. Resales – The TREC (Texas Real Estate Commission) has a website where all the legal HOAs or POAs are to be listed. The only situation that qualifies for not using a Resale Certificate issued by the homeowners’ organization is when unimproved property is sold and both parties agree that it is not necessary, usually no violations or delinquent fees exit, and with the title company’s acceptance.

1e. ACC (Architectural Control Committee) – Not operating due to all members terms expired and pending legal advice in regard to Open Meetings. The Chair had received letters of interest from several to serve. The Chair appointed Don Mohler as Chair with two new members, Scott Childress, and Jake Hewitt to round out a quorum, Procedures being developed.

2). **Vice Chair**: Darla no Resale Certificate request within the past 30 days

3). **Secretary's Report**: Virginia info contained in the Chairman’s Report. Distributed Maps to familiarize the ‘common areas’ locations in relation to the property owners on a two-sided map for West & East.

4). **Treasurer’s Report**: -Helen: Last year’s Resale Balance amount on the Annual Bank Summary report was corrected, not effecting the bottom line, only the POA available balance. Reported Normal income and expenses during the month.

A PayHOA lockbox option previously chosen for the property owners’ convenience in paying annual assessment fees included a return envelope and auto account updating. Treasurer felt the posting of fees and accounts is in California is causing some delay in getting info and posting to the proper account. Which accounts or extent of timing was not provided.

Chair reported the monthly subscription fee had been reduced \$10 per month from \$179 to \$169.

Board Member / Committee Reports

1. Park or Nature Trail: Chair: Josh will assume the Nature Trail efforts, with Virginia Developing a Request and Process Review
2. Virginia will resume the Arroyo Park Mowing approval process.

BUSINESS SESSION

Unfinished Business Items and General Business:

Banking – a separate (savings) account for Resale funds is being researched by the Chair/Virginia.

New Business from Board:

Welcome Package – Misty said this would be a good and informative way to greet new homeowners. Josh then agreed to help her construct such an item.

There being no other business, the Chair stated meeting adjourned -9:17 pm

Virginia Partain, Chair _____ Date approved _____