High Gabriel Estates Property Owners Assn. Inc.

HGEPOA BODs Regularly Scheduled Monthly Meeting, March 13th, 2023

Leander First Baptist Church

10000 RM 2243, Leander, TX

Forum Format: No discussions planned

POA Membership Present: Liz Engelke

BOD Members Present: Virginia Partain (Chairperson #6), Darla Engh, (Vice Chair #3), Veronica Hoffpauir (#7) Danny Roberts (#1), Helen Trahan, (Treasurer #4)

BOD Members Absent: Bobbi Marquardt (#2)

Call to Order: A quorum present, the Chairperson called meeting to order at 7:37 PM

POA OPEN MEETING

Minutes Approval: Not all board members having received the 2/25/ Annual Meeting minutes, the chair agreed that they would be resent for approval via email. Chair asked if any questions or concerns for the 2/27/2023 meeting minutes. Danny made motion to approve, Helen 2nd, motion carried 5-0-0.

Board of Directors Reports:

Chairperson Report: The Chair stating reason for postponing the ACC appointments was due to lack of indications or intent of the current volunteers, with only one submitting document of intent by the meeting agenda required date by TPC of the 144-hour notice of an open meeting. Open Meeting being explained as open to the HGEPOA Membership, but not public.   Another ACC volunteer changed previously stated stance of term years and officer position, after the agenda had been published. After much discussion the Chair stated the ACC process would be tabled to allow for seeking more volunteers. The ACC needs at least enough volunteers to fill the officer positions, of Chair, Vice Chair and Secretary to provide minutes for record keeping and reporting to the POA at each meeting. More procedures will be written, to follow the Bylaws. Chair proceeded to the task assignments of the newly elected POA board members.

Reported that the Annual Meeting Notices via PayHOA created two (2) proxies dependent on the owner load information to PayHOA. The Monthly Agendas for those without email, becoming a MAILROOM letter in PayHOA would not meet the time frame for the six (6) days' notice prior to meeting start time.

Chair also explained, the proxy voting as well as membership for the WSC and POA. WSC is one vote per member regardless of number of taps. POA is one vote per Wilco defined lot (tax exempt combined lots qualify for only one vote).

The Resale Certificate process was explained as being assigned as a task to a board member. The Nature Trail visitor request and the Arroyo Park Mowing are also assigned tasks. Duties on PayHOA are in review. More educational material will be handed out to Board Members on procedures.   Danny will handle both the Nature Trail and Arroyo Park duties.

Vice Chairman Report: Darla reported one Resale Certificate processed, payment received and delivered to Treasurer at meeting.

Secretarial Report: Seat #5 is vacant and members encouraged to seek volunteers for both the ACC and POA.

Treasurer's Report: Helen: Reported Monthly fee for PayHOA had increased as reflected on the bank statement. Chair would investigate as the fees being absorbed could have impacted that number. Helen presented receipt for materials used on Nature Trail during repairs for $ 63.68. Danny made motion to reimburse Helen, Darla seconded. Motion carried 5-0-0.

Visitor Requests: None

BUSINESS SESSION:

Unfinished Business:

Nature Trail issues: Need volunteers to do some annual check ups on the common areas, to eliminate the extra expenses of the past year for both the Nature Trail, and the Arroyo. The park is an annual contract expense.

ACC Report: Email to report requests in process to secretary prior to agenda being distributed prior to a meeting**.**

Committee meeting minutes need to be given to POA Secretary for filing in the HGEPOA membership files.

Committee is made up of up to 5 volunteers. Terms were up in February. Seeking volunteers.

Danny made motion to adjourn, 2ⁿᵈ by Veronica. There being no other business Chair stated Meeting adjourned

Adjourn: Meeting adjourned at 9:20 P.M.

Virginia Partain, Chair/Secretary