

High Gabriel Estates Property Owners Assn. Inc.
BODs Organization Meeting
Leander First Baptist Church
10000 RM2243

March 31, 2025

Call to Order: Chairman, Jeff Moore 6:32 P.M. quorum present

BOD Members Present: Jeff Moore (Chairman, S-4) Virginia Partain (Sec. S -6), Monica Rolan (S-2), Via Telephone Joe Silver (S- 6)

Note: Joe Silver and Christine Crownover were nominated at the Annual Meeting.

Special Note: New board members are elected by the Membership at the Annual Meeting. Officers are elected at Organization Meeting by the board members. Vacancies can be appointed at a regular board meeting.

BODs Absent: Christine Crownover (S-1)

Bylaws: **Special Orders Election of officers for the new board elected at the Annual Meeting, prior to any business.**

Meeting start was Disrupted Due to discussion of quorum. Secretary, Ginny, used bylaws as evidence of a membership of 5, a quorum would be 3. Chair showed document to other member present to proceed with meeting.

Joe was at some point called, or was called. Connection was bad or too loud and I'll quickly admit I could not understand.

Nominations: Joe volunteered via phone for Treasurer. (Notes do not reflect a motion or vote)

Jeff Moore (Chairman) nominated Monica Rolan for Secretary, Was contested, as Position currently requires too much work, needs to be broken out as outlined in Roles and Procedures as distributed previously with necessary skills. Monica is commended on not having missed a meeting in 2024.

Minutes from March 29-25 were not available for approval.

Next meeting scheduled for April 14, 2025, discussion of rearranging meeting place and date. Secretary indicated meeting dates and location were already scheduled for the rest of the year. Jeff would not be available for the 14th meeting as well as Chris.

POA OPEN MEETING

The need for transitioning needs to be stepped up with duties assigned, access to bank account, Post Office Box, building access, required banking documents from SOS and meeting minutes where bank access is approved by the board with letterhead and signatures required, pending.

Annual Meeting minutes from the previous Saturday, March 29-2025 due to short time span between meetings and preparation efforts were not available.

Secretary Report: Reported the Annual Meeting was good with good attendance, 17 members present, not including spouses, and 4 proxies.

Unfinished Business: The need for transitioning needs to be stepped up with duties assigned, access to bank account, Post Office Box, building access, Training will be required as well as identity to access and functions, that is view only or update. All Official documents are on the highgabrielwsc.com/poa website, the Wilco or SOS offices. Individual property owner status and personal information resides in PayHOA. The current fee schedules are posted on the website.

New Business: The possibility of a rate increase to \$375 for a resale certificate processing was discussed. Rule was originally made by state to protect property owners where HOA's were requiring larger amount, so the \$375 is the max that can be charged.

Virginia made motion that HGEPOA begin the fee of \$375 for the Resale Certificate processing. Chair proposed, Monica 2nd, motion passed 3-0-1 with Joe abstaining.

Agendas are not on website, however are sent to each individual property owner each month, so no need to save for 7 years. Also Membership list are only available for the Annual Meeting with only needed identification to identify the owner and any proxies.

Ginny or Jeff will secure banker boxes, for packing up the hard copies, example: all revisions to the Deed Restrictions or Bylaws. Ginny also gave Jeff the current liability and D&O insurance information. Liability coming due in May, as an annual policy, a shared policy with WSC. D&O in October, again an annual policy, not shared with WSC, however the information was shared with WSC with an application for their use. request. .

Meeting adjourned at 7:07 P.M. Where Joe signed off is not indicated. Chris was contacted via email after the meeting if she would serve as Secretary. Chris Later responded, she wasn't sure what she was elected for but just knew it was for two years. Chris is a night floor nurse and was able to change her Monday shifts going forward, except the 3-31, and May 12th meeting having already been scheduled.

New Officers should normally take office at the end of the Organization Meeting. However, there was no voting for officers during this meeting.

Transcribed and digitalized from notes of Jeff Moore email on April 8, 2025 to Virginia Partain.

Further, Joe and Chris's positions were nominated and confirmed in the April 14th Meeting. Jeff self-nominated as Chairman, was voted and confirmed in the May 12th meeting. Thus this 3-31, the 4-14 and 5-12 minutes require approval. 4-14 was revised and now vote is 4, but not called.

Respectfully,

Virginia Partain, Secretary and Acting Treasurer, etc. Approved 6-9-2025