

# **Oak Bluff Estates, Phase 2 Subdivision, Homeowners' Association**

## **BOARD OF DIRECTORS MEETING**

7 Misty Woods, Round Rock, TX 78664

Thursday, October 18, 2018

7:00 p.m.

### **MINUTES**

#### **I. Call to Order**

The meeting was called to order at 7:04 p.m.

#### **II. Establishment of Quorum**

Board Members Present: Farrell Desselle, Tom Castro, Graves Owen, Michael Treadwell, and Richard Caponigro. The Board Members present constituted a quorum.

#### **III. Homeowner Open Forum**

A. 3-minute forum for homeowners present

B. 5-minute response/speaking forum for Board Members

The only item discussed during the homeowner open forum were outstanding checks to be deposited by the Social Committee. Shannon Probe will be checking to see if she has those in her possession.

#### **IV. Approval of Prior Meeting Minutes (September 2018)**

A motion by Tom Castro to approve the September 2018 minutes was seconded by Graves Owen. The motion carried.

#### **V. Financial Review**

The Treasurer (Tom Castro) reviewed the Association financials and identified one miscellaneous charge that he questioned. Spectrum identified the charge as being related to the purchase of Mitt Mutts. The Board completed the review of the financials with no other concerns and moved to next order of business.

#### **VI. Old Business**

A. 2018 Annual Meeting

The annual meeting is scheduled to be held at The Oaks at Forest Creek Country Club. So far, four candidates have submitted their names for consideration for the three (3) positions open on the Board of Directors. Balloting will be conducted by online voting, by mail, and in person at the Annual Meeting.

#### **VII. New Business**

No new business was presented for discussion.

#### **VIII. Committee Reports**

A. Architectural Control Committee

Tom updated the board on the redesigned ACC Request form. There were no other Architectural Control Committee (ACC) requests that required follow up. Spectrum will provide the Board with information on ACC One Touch.

B. Common Area Maintenance

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Pat Martin is working on her report for the Annual Meeting.

### **C. Social Committee**

The Fall Festival is having to be postponed due to the weather. The only available alternative date is November 10<sup>th</sup> (alternate date is November 17<sup>th</sup>) because all of the vendors are already booked for the season. The Social Committee will apply the resources to the Holiday Party.

The Social Committee has already purchased bluebonnet seeds to be planted on the CR 123 property.

The Holiday Party is planned for Wednesday, December 19<sup>th</sup>, from 5 p.m. to 9 p.m. The budget for the event is \$2000. The Country Club is giving the HOA a reduced rate of \$800 for rental and the Santa will cost \$275. Guests will be asked to bring an appetizer to share. The Social Committee will provide hot cocoa and punch. The country club will provide coffee, tea, and water. There will also be a cash bar.

**\*\*\*\*\* (All committee members/homeowners are excused) \*\*\*\*\***

### **IX. Executive Session**

- A. Aging Report
- B. Violation Report
- C. ACC Requests

The Board Executive Session commenced at 8:10 p.m. and consisted of a review of the Association's pending legal matters, Collections, Aging Report, Violation Report, ACC requests, and other pending issues.

### **X. Next Board Meeting**

A motion by Graves Owen to increase the number of Board members to seven (7) was seconded by Michael Treadwell. The motion carried.

The date for the next Board meeting will be decided after the Annual Meeting.

### **XI. Adjournment**

The meeting was adjourned at 8:38 p.m.