

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

## **BOARD OF DIRECTORS MEETING**

25 Meandering Way, Round Rock, TX 78664

Thursday, September 20, 2018

7:00 p.m.

## **MINUTES**

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

The meeting was called to order at 7:03 p.m.

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

Board Members Present: Farrell Desselle, Tom Castro, Graves Owen, 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

There were no open forum topics for discussion.

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

It was noted that the "Homeowner" that baked bread for the board to show her appreciation was Donna Allen. This should be corrected in the August meeting minutes. Contingent on this update, a motion by Farrell Desselle to approve the Minutes from August 2018 was made and was seconded by Graves Owen. The motion carried, and the Minutes were approved with changes.

### **V. Financial Review**

The Treasurer (Tom Castro) reviewed the Association financials and pointed out there were two monthly payments to the city of Round Rock that are not understood. It is believed that these are water payments but this will be verified with Ander. The Board completed the review of the financials with no other concerns and moved to next order of business.

### **VI. Old Business**

- A. Pat Martin, Common Area Committee Chair, presented an update on the state of the common area and indicated additional sprinkler repairs are required. She is making arrangements for those with the approval of the board. We also discussed plans on how to redo the medians to reduce water needs. Pat will work with Greater Texas Landscaping to come up with a new proposal and will present this at the next meeting.
- B. Rich Caponigro updated the board on the venue plans for the annual meeting. Steve Wright has agreed to host this at his event center The Oaks at Forest Creek Country Club.

### **VII. New Business**

- A. Rich reviewed an agenda for the annual home owner meeting in November. He will work on a draft of the presentation for the next meeting. The flow of the presentation is roughly:

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

1. Welcome, Intro and Challenges – Rich
2. Financial / budget report – Tom
3. Common Area Update proposal – Pat
4. ACC purpose, guidelines and process – Shared by ACC committee
5. Social – Shannon?
6. Election Process – Ander
7. New business / Q&A – board
8. Adjournment - Rich
9. Tour of facility (TBD) - Steve

### **VIII. Committee Reports**

- A. Architectural Control Committee  
Tom updated the board on an email he received from a homeowner contesting the violation he received. A plot diagram is required to verify the homeowner claims. Tom is updating the ACC request form on community website and will sent it out for review. There were no other Architectural Control Committee (ACC) requests that required follow up.
- B. Common Area Maintenance  
Pat provided her update on the common area earlier.
- C. Social Committee
  1. Yard of the Month  
Graves reported that the “Yard of the Month” contest is underway and a winner will be selected for October. He also stated they will be judging and announcing holiday decoration winners
  2. Fall Festival  
Shannon is planning a fall festival on the 123 property for Saturday, Oct 20. Part of this year’s festival will be a chili cook-off.
  3. Community Yard Sale  
Planned for the weekend of October 5 – 7. Rich will post the signs in the neighborhood.

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

### **IX. Executive Session**

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

The Board Executive Session commenced at 7:45 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**

The next Board meeting will be held at 7 Misty Woods on Thursday, Oct 18, 2018, at 7 p.m.

### **XI. Adjournment**

The meeting was adjourned at 8:15 p.m.