

CASTLEGATE OWNERS ASSOCIATION

BOARD MEETING MINUTES

MEETING HELD ON THURSDAY, JULY 21, 2016

7:00 PM

CASTLEGATE II EVENT CENTER

4205 NORWICH DR

Members Present: Joe Guerra, Nick McKernan, Steve Santos, Krystal Broussard, Dennis Lux, and Sandie Miller and Lauren Bohler representing Neighborhood Partners

Proceedings: Meeting called to order at 7:00 PM by Joe Guerra

Discussion:

A quorum was established.

The minutes from the previous board meeting held on April 21, 2016 were reviewed. Nick motioned to accept the minutes and Steve seconded, the minutes. All the directors voted to approve.

Treasurers Report:

Krystal Broussard gave the financial report. She reviewed all Financial Reports. Nick moved to approve the 2nd quarter financials, Steve seconded, and the 2nd quarter financials were approved.

Management Company Report:

Sandie reviewed the A/R report including all past due amounts. She reviewed the Lien status of 4207 Belsay.

She also addressed non-compliance issues at 2200 Brougham and 4409 Amberley. The chimney on Brougham was replaced with a hardiplank chimney instead of the required masonry. The home on Amberley is using the common area drainage to drain their pool.

Applications for candidates for Director positions are posted on the HOA website for the annual meeting in September. Discussed requiring those that submit Topics to Discuss to be present at the meeting to have their topic addressed. Nick motioned to approve this.

Finished Business:

The drainage issue behind the fences on Stone Castle has been addressed by Wallace Phillips and is no longer a concern. The tree assessment was completed and all dead trees have been removed. The walking trail has also been trimmed.

Committee Reports:

ACC – no new updates

Event Committee – fishing tournament went well. Discussed stocking the pond prior to the next tournament. Krystal has set the date for the Fall Festival as October 22 from 1-3 and has started booking vendors.

Landscape Committee – Dennis gave an update on YOM. He recommended giving homeowners a discount on their dues for the next year if they receive Yard of the Month. Sandie explained we cannot discount dues. Discussed giving them gift cards for winning. Joe motioned to give each winner a \$25 gift card which will be purchased by the management office and distributed by the YOM committee. Will include Christmas light winners as well. All directors voted in favor.

Unfinished Business:

Discussed drainage from back pond causing water to back up into the backyard of a home on Carlisle. TxDOT will be clearing out the inlets along HWY 40. The Directors agreed to leave the drainage behind Carlisle natural for now and see if the TXDOT clearing helps the drainage.

Sandie addressed the concerns regarding ongoing violation and increasing the fine for continuing violations to \$100 per violation after the 3rd violation. The Directors agreed to the increased fine and the new fine schedule will be put into place and become effective August 1, 2016.

Proposed Victoria fence was discussed at the Special Meeting prior to the Directors meeting.

New Business:

Discussion already took place regarding resident concern about drainage behind Carlisle from back pond during unfinished business.

Adjourned at 8:42 PM

Documents given out at Meeting:

Agenda

Revised Minutes from Board Meeting from January 21, 2016

Minutes from Board Meeting from April 21, 2016

P&L and Balance Sheet as of June 30, 2016
2016 Budget/Actual Profit and Loss Comparison
A/R Aging Summary as of June 30, 2016