

**The GARDENS of CASTLEGATE OWNERS ASSOCIATION
COLLEGE STATION, TX 77845**

QUARTERLY BOARD OF DIRECTORS MEETING MINUTES

**Wednesday, January 22, 2020 AT 5:00 PM
Neighborhood Partners Office
College Station, TX**

Directors Present

Rob Youker, J.R. Torres, Autumn Biggers, and Sandie Miller, representing Neighborhood Partners

Establishment of Quorum

A quorum was established

Rob called the meeting to order

Review/Acceptance of Minutes

Notes from the October 23, 2019 meeting were reviewed and approved via email. J.R. motioned to approve the minutes, Rob seconded and carried on November 25, 2019.

Treasurer's Report

Review of Financial Reports – 4th quarter comparison report

- Sandie discussed financial reports line-by-line in Tom's absence
- As of 1/1/20 there is \$1,901 in the maintenance account
- Continuing to make quarterly payments to Castlegate HOA for the irrigation note
- This year another \$2,000 will be paid to Wallace Phillips on the developers note
- The irrigation repairs were double what had been budgeted. This category is for repairs to sprinkler heads, etc. in the common areas that are being maintained by Greener Images. Rob is going to meet with Craig from Greener Images to discuss increase in repairs needed compared to previous years and the general landscaping contract and services.
- J.R. motioned to pass budget. Autumn seconded.

Management Report

Neighborhood Partners, Sandie

- 61% of the dues have been paid to date. The deadline is not until March.
- 4320 Velencia Court is up for sale

Finished Business

- No new finished business

Unfinished Business

- Keypad replacement for gate has been ordered. It will be fixed within the next few weeks

New Business

- Two violations of the CCRs have occurred and the Neighborhood Partners Association has received formal complaints regarding these – the complainants within The Gardens will be contacted via formal letter by Neighborhood Partners Association
 - Dogs not being restrained in common areas, causing a nuisance, and owners not picking up after them
 - See section 8.25 in CCRs
 - Fence that is visible from Castlegate Drive has been painted.
 - See section 8.24 in CCRs
- The Gardens will not apply for a Big Event Project this year.

Adjournment

J.R. motioned to adjourn and Autumn seconded.