

**CASTLEGATE OWNERS
ASSOCIATION
COLLEGE STATION, TX 77845**

QUARTERLY BOARD OF DIRECTORS MEETING MINUTES

Wednesday, October 28, 2020 AT 5:00 PM

Via Zoom Meeting

Directors Present

Rob Youker, J.R. Torres, Tom Melia, Autumn Biggers, Michael Parker, and Sandie Miller, representing Neighborhood Partners

Establishment of Quorum

A quorum was established
Rob called the meeting to order

Review/Acceptance of Minutes

- Minutes from the July 22, 2020 meeting were reviewed and approved via email. Rob motioned to approve and Tom seconded and carried on September 22, 2020.
- Minutes from email meeting on September 21, 2020 were reviewed and approved via email. Rob motioned to approve and Tom seconded and carried on September 23, 2020.
- Minutes from the Annual meeting on September 23, 2020 were reviewed and approved via email. Tom motioned to approve and Rob seconded and carried on October 28, 2020.

Treasurer's Report

Review of Financial Reports – 3rd quarter comparison report

- Residents who have not paid the \$300 annual Gardens HOA advance will receive a second statement in November
- \$223 over in Maintenance
- Lamp posts completed on Monday
- No current legal fees
- Rob motioned to pass budget and J.R. seconded

Management Report

Neighborhood Partners, Sandie

- All directors reviewed and agreed with the dates for 2021 meetings
- The castle building at the main entrance now belongs the Castlegate HOA
 - It will hold 25 people and can be used for meetings
 - Pressure washing and Christmas light installation will take place next week.
- No leans
- No concerns filed with HOA Partners Office

Finished Business

- Sealing of the streets postponed until March

Unfinished Business

- Fences
 - Discussion on fence maintenance options of pressure washing, paint, or stain

- Clear coat not needed due to sun and irrigation, it would not last more than a year
- Fences are not to be painted or stained but should be cleaned via pressure washing
- J.R. motioned to put an exterior fence color selection in place. Autumn seconded and passed motion. A fence color will be selected in the near future.

New Business

- 2021 Budget
 - The increase of \$124.50 for annual dues will take effect
 - This will get us at \$52,200 in General Operating dues
 - The \$300 advance payment can be transferred prior to December and held in account to gain interest until street repairs in March
 - Management fees will now be billed monthly. The monthly fee will be \$270. Total amount stays the same as last year.
 - At the end of 2021 and start of 2022 there should be \$6,800 in cash reserve
 - At end of 2022 there should be \$26,797 in cash reserve
 - J.R. motioned to approve budget and Rob seconded and carried the motion.
- Fountain
 - J.R. suggested we look into blue dye for the fountain. All directors agreed to add color to the fountain.
 - Dye can be purchased online or at Tractor Supply
 - Parking around the cul-de-sacs is blocking the streets. Neighbors will start putting notes on cars not parked in the designated spaces or a driveway.

Adjournment

Rob motioned to adjourn and Autumn seconded.