

**MINUTES**  
**THE GARDENS OF CASTLEGATE**  
**ANNUAL MEMBERSHIP MEETING**  
**4309 Velencia**  
**6:30pm, Thursday September 28, 2023**

1. CALL MEETING TO ORDER at 6:33pm

- a. Established Quorum
- b. Minutes from September 15, 2022, Annual Meeting  
*posted on the website at [castlegatehoa.com/The Gardens](http://castlegatehoa.com/The Gardens)*
- c. Recruit 2 volunteers to help count ballots – Cinda and Michele

2. REPORTS

- a. Treasurer  
2023 Budget Comparison Report *June 30, 2023*  
*posted on the website at*  
*[castlegatehoa.com/The Gardens select documents 2023](http://castlegatehoa.com/The Gardens select documents 2023)*

- b. Management

- Accounts Receivable – all accounts are current
- Community Progress (*no new owners in 2023*)
  - Homeowners – 25
  - Rentals – 1
  - Weekend – 3 (*2<sup>nd</sup> home for owners*)
- Liens - No liens

\*Question about flags – Sandie suggested someone could store them in a garage in the neighborhood and put them out on holidays,

3. COMMITTEE ANNOUNCEMENTS

ACC – Rob, Rogelio, Emma (No ACC submissions over the last year)

Ask about front yard changes before doing anything,  
Read the CCR guidelines, and ask questions if needed,

Hospitality & Care – Shonda, Lisa, Susana

Helped when needed, meals and cards, etc.  
Let us know when needed.

Lake & Lighting – Michael, Jack, Kade

Bulbs have been lasting – jiggle the ones that appear to be out, sometimes it is ants. 1 transformer had to be replaced, and the pond needed color agent.  
Stayed under the budget.

Landscape – Linda, Brigitte, Lynn & Susana

Some old landscaping has been stressed over this past year.  
Still in research process about what needs to be done.  
Need additional people – please volunteer!  
Lynn mentioned Texas Super Star plants.

Social Committee – Cinda, Amanda, Jeri & Tonya

Quarterly events – Halloween, Chili Cook-off, Taco bar and social before the annual meeting, and Christmas party coming.  
Can we set up a donation jar at events?

Christmas Committee – Emma & Tonya

No solid plans yet.  
Will decorate again this year.

Justin: Publications will include – community mission statement: include here. This community is special. Two keys' words: protect and – we all must pitch in to make it happen. Asking everyone to please pitch in – volunteer!

1. Sign up for a committee!
2. Run for the board seats!
3. Donate time, funds, expertise!
4. **COMMUNITY UPDATES – Projects accomplished:**
  - Acknowledgements:
    - A big Thank You!
    - Boards
    - Committees
    - Sandie and Amy
  - Updates:
    - Research on the plants and what to do next
    - Last year we had a wish list – drop ideas in the box. Let's do it again this year.
    - Last year – paint lamps, social events, and entry pavers. All of these were completed.
    - Community spring landscape day – possibly collaborating with Green Teams.
  - Accomplishments:
    - Pavers, paint lamps, sunshade on code box, postings in Group Me, Social events have been fun, lots of irrigation repairs done and need to do, beds at entrance – Youkers added the plants via donation, Junipers – we think we have answers for the blight/fungus and will coordinate treatment.
  - Projects:
    - Perhaps add a sign at entrance for meeting in addition to email and app?
    - Big gates need to be painted.
5. **NEW BUSINESS**
  - a. Proposed 2024 Budget – Available at the website.
  - b. Projects to discuss:
    1. Junipers at entrance – plan for trim and treatment.
    2. Water pooling at exit around pavers – broken irrigation head and add drain. Estimate to repair is about \$1800
    3. Water leak at supply to cul de sac – off for now, needs a repair. Estimate repair is about \$1600
    4. Landscaping – committee is hard at work doing research. Clarity: focus is on dead/dying crepe myrtles around the pond, dead ground cover, irrigation -problems with ineffective water patterns, create a heartier landscape in the long run. \*With a focus on the budget.
    5. Entrance keypad. Talked about replacing the system. We are looking into replacing the screen. In the meantime, we will post a directory on paper at the box. HOA office looking for the key and Kade will assist with research.
    6. Water issues and solution options have been discussed in relation to street damage and necessary repairs.
6. **TOPIC TO DISCUSS**
  - None were submitted
7. **ANNOUNCEMENTS**
  - a. Results of Election: Justin, Shonda, and Tom are re-elected to the board.
  - b. Introduce New Board Members – no new board members.
8. **ADJOURNMENT at 7:30pm**
  - Directors' stayed after the meeting to discuss board positions.*
  - 7:33pm*
  - All directors remain in existing positions.*