

MEETING MINUTES
THE GARDENS of CASTLEGATE OWNERS 'ASSOCIATION
Board of Directors Meeting
Wednesday, July 26, 2023

Call to order 5:13 PM

Establishment of quorum

President, Justin

Present: Shonda, Jack, David (assigned vote by JR, Sandie will maintain email on file)

Absent: JR, Tom

Landscape chair: Linda

Review/acceptance of minutes

Secretary, Shonda

Minutes from email meeting April 26, 2023

Jack motioned to approve the minutes, Tom 2nd motioned, carried on 5-8-23, via email.

Treasurer, Tom

Review of Financial Reports

2nd Quarter Comparison Report review questions

Jack motioned to approve the minutes, Justin 2nd the motion, carried 7-26-2023

Management report

Neighborhood Partners, Sandie

- Review A/R
 - Billed \$60,900
 - Balance due \$0
- Lien Status – none
- Resident Property Status - 29
 - Residents - 25
 - Weekend – 3
 - Rentals - 1 2305 Scotney
- New Residents – none
- Concerns:
 - Power outage and entrance gate – Brenham found the batteries needed replacement. Had to kill and remove the poison sumac and stones were neatly stacked. Brenham replaced batteries.
 - Castlegate Flags were added to entrance
 - Schedule from Green Teams
 - Annuals: planted twice a year
 - Mowing: Thursdays
 - Weeding: Bi-weekly
 - Remove dead plants: on approval only, common areas or private homes
 - Ant Treatment: twice a year

Committees Reports

ARC Committee - Rob and Emma: no activity

Hospitality - Shonda: coordinated care for neighbors as needed

Lake & Lighting - Jack and Mike: breaker issue resolved

Landscape - Linda: working on a report for September. Recommends removal of dead and dying trees immediately (est. 8), restore front fountain, and replant nearby beds. Also noted private yards need attention. Sandie will email the entire Green Teams proposal and notes.

Social: Tonya, Jeri, Cinda, and Liz – submitted a report to Sandie. Amanda created report with new ideas.

Finished Business

No projects were completed in the second quarter

Unfinished Business

Green Teams Discussion -

- Paver Quotes
 - Had not transferred the \$8,700 to cover this project.*
 - We had decided to re-use the pavers, and they had to adjust the bid.*
 - Went back and forth. They visited the property and then re-bid the project.*
 - Updated quote for replacement with remnant pavers.*
 - Agreed to move forward – Jack motioned, 2nd by David, carried.*
 - Review and select paver following meeting.*
- Green Teams Drip system conversion quote. Tabled and will remain tabled until after the paver replacement. Will monitor.
- Green Teams offer to do individual homeowner landscaping work if we aggregate requests and do a minimum \$200/house. Would need to coordinate and communicate. Propose to do at the annual meeting.
- This remains incomplete, but GT has agreed. Discussion regarding irrigation controllers that were paid for but not replaced in esplanades, GT will assist in replacing plants in esplanades due to their neglect last year and cause of loss. Recommended replace juniper with blue plumbago and agapanthus, but this could be cost prohibitive. **Passed this to the landscape committee for consideration.**
- Dead/Sick crepe myrtles: **All notes shared with the landscape committee to develop a proposal.**
- How the fill valve works in lion fountain, can we get something to clean up the lion pool? Vinegar was recommended. 1cup(vinegar) per 1gal(water)
We will add this to the list of things to do. May have neighbors who want to tackle the project.
- Maintenance responsibility for various neighborhood landscaping beds. Review plat. Deed restrictions are unclear. The layout is not clear and neighbors may be confused about who is responsible. **What needs to be done to clarify and communicate the rule that everyone needs to follow? We will add this to discussion at the annual meeting. Justin will craft some options.**
- Exit gate stripe. Advice from attorney is to mark it so that people know the gate opens inward toward car. Shonda will send a link to Sandie to order sign. No need to paint stripe. https://www.amazon.com/Caution-Towards-Resistant-Sigo-Signs/dp/B0BM4YWZCQ/ref=sr_1_1?crid=20B5ZROWHI54B&keywords=caution%2Bgate%2Bopens%2Btowards%2Bvehicle&qid=1690407811&srefix=caution%2Bgate%2Bopens%2Btowards%2Bvehicle%2Caps%2C130&sr=8-1&th=1
- Entrance – gate code box display. We need a directory list from Sandie. This should be updated, and then I will print it out and post it. Need to meet Sandie to look inside box and get the model number – Kade will do some research on replacing the display screen.

New Business

Annual Meeting

Location for Annual Meeting

Thursday, September 28, 2023, at 6:30pm – Parkers

Letter will go out by email.

Agenda Draft – will send to the board for review. Sandie will update with all the information discussed in the meeting tonight.

Board members who will serve again:

Shonda – sent application

Tom & Justin – Both will run again
Jack – 2nd term confirmed
JR – absent, and will need to ask him
David – will serve a second term

Adjournment 6:42PM Jack motioned, David 2nd, carried.