

CASTLE HILL BURLESON HOMEOWNERS' ASSOCIATION, INC.

BOARD MEETING HELD AT MIKE DORETY'S

OCTOBER 27, 2010

Charlie called the meeting to order at 6:40 p.m.

Attending: Sharon Ives, Charles Osborne and Mike Dorety

Approval of previous meeting minutes: Sharon submitted the meeting minutes of September 16, 2010 for approval. Mike made a motion to approve the minutes as submitted. Charlie seconded. Passed.

Financial Report: Sharon submitted the financial statements as of September 30, 2010 with a balance of \$6019.13 in the operating account and \$32,342.31 in the money market account. Mike made a motion to approve the financials as submitted. Charlie seconded. Motion passed.

Outstanding 2010 dues were discussed. Sharon stated that all dues were paid and the only fee outstanding is the \$50 late fee on 315 Flagstone, which was invoiced and mailed twice. It was discussed and agreed that Sharon send one more "past due" notice for November then tack the \$50 onto the 2011 dues statement.

Committee Reports:

ACC - Scott mailed a violation notice to 208 Flagstone for the swing set in the driveway a couple months back and the swing set remains in the driveway. Mike and Charlie agreed to visit them in person and provide the Covenants, Sec. 7.12, page 11. Also, 216 Flagstone has a play gym that is visible from the street which is in violation of Covenants, Sec. 7.12, page 11. Mike and Charlie to pay them a visit as well. A member asked for clarification on Covenants, Sec. 5.3 (b) regarding delinquent committee members. That may be true; however, the member should be re-instated upon payment of dues.

Audit – no report

Communications - Sheri sent out the 4th quarter newsletter on October 14 via email and/or regular mail. Next newsletter deadline is January 2011.

Landscape – no report. It is noted that Ruth Atwood @ 319 CH requested to volunteer.

Yard of the Month – 311 Flagstone (Landers), 316 Castle Hill (Veach). The YOM sign will be picked up and stored until this resumes in March 2011.

Old Business:

305 Castle Hill – Sharon presented an itemized invoice totaling \$6321.54. Charlie made a motion to update with November charges then hire Cecilia Thomas to file a lien in Johnson County on this property. Mike seconded. Passed. Sharon made a motion to hire Jim McMullen to undergo a full fledged title search to the max to establish rightful ownership. Charlie seconded. Passed.

Flag Pole lighting – lights are fixed. The breaker kept tripping causing the lights to go out and stay out. We are awaiting a bid for a cover and lock.

The following agenda items were *tabled* for a future meeting:

Establishing a late fee procedure; collection & Lien process – Charlie will work on this to present at future meeting.

Updating by-laws and deed restrictions; seeking volunteers to serve on committee.

The EECU have removed Scott and Lonnie's names from the signature cards/accounts.

Sharon filed the necessary paperwork with the Secretary of State's office to change the corporation's Registered Agent from Cindy Huey to Sharon Ives.

Charlie will follow up with the City's representative regarding the street marker signs being 9' instead of 6' and give a report at the next meeting.

New Business:

Houses for sale/lease: – 213 Flagstone (Crawford) still vacant. The Vick's purchased 216 Flagstone.

Sharon purchased a corporate official seal, per Articles of Incorporation, Article 8.

The Board discussed updating the web site with Bob Kenney. Sharon will submit the meeting minutes from the annual meeting and watermark them "DRAFT" since they are not official until voted to approve, submit the yard of the month winners and the newsletter.

According to the Covenants, Sec. 4.4, we are required to establish a Reserve Fund. This was discussed and suggested that we make a correction to the chart of accounts under money market/reserve fund.

Sharon researched the stop payment check from Wells Fargo. This was for 300 Flagstone on the 2009 dues plus late fee assessments. Wells Fargo issued the stop payment due to the check not being cashed within the 90 day limit. The previous board received the check 4-21-2009 and the stop payment was issued 7-22-2009. Wells Fargo will issue a replacement check.

Next meeting scheduled for December 3rd @ 6:30 p.m. at Charlie's (867 Bridle Path)

With no further business to discuss, the meeting was adjourned at 8:15 p.m.

Prepared By:

Sharon Ives
Secretary/Treasurer