

Castle Hill HOA Board Meeting

Date: August 12, 2010

Call to Order: 7:15 pm

Attending: Lonnie Seeton, Sharon Ives and Scott Atwood

Location: The Atwood's house

Opening: The meeting was called to order by Scott Atwood. The following items were discussed:

Approval of previous Meeting Minutes

Scott submitted the meeting minutes of April 26, 2010 as email for approval. Sharon had several minor corrections. Scott made the corrections and Sharon made a motion to accept the meeting minutes as corrected. Lonnie seconded the motion and the motion was passed unanimously.

Financial Report

Sharon provided the financials through today's date August 12, 2010 with the Profit Loss and Balance Sheet through July 31, 2010. As of July 31, the Operating Account has \$2615.24 and the Money Market Account has \$38,298.10. Sharon provided the Balance Sheet and Profit/Loss Statement for January through July. Lonnie made a motion to accept the financials as presented and Scott seconded the motion and the motion was passed unanimously.

The electric bills and the water bills are set up for automatic draft.

72 of 76 homeowners have paid their 2010 dues. The following are still past due: 208 CH; 216 FS; 301 CH; 305 CH. 315 FS has paid the original invoice amount (\$264) but neglected to pay the Late Fee, this still is outstanding. Final Notices were sent out to via Certified Mail to 208 CH and 301 FS. 216 FS is under short sell proceedings and 305 CH is still an on-going issue. Final Notices stated that in the event payment was not received by August 20, 2010 then liens may be filed. Sharon to gather information regarding the late dues for 315 FS.

Committee Reports:

ACC – Notice to be sent to 208 Flagstone for the swing set in the driveway as reported by an HOA member.

Audit – Nothing to Report

Communications – The next newsletter will need to go out in September; Sheri Campbell-Husband will need help; New President will need to write the "Letter from the Board".

Landscape – Landscape looking fairly good – Jerry Ryan replaced a few sprinkler system components (approx \$63) and the system appears to be operating effectively. All issues are thought to have been resolved.

Old Business:

Flag Light – Lonnie to check with the Contractor to see if they still interested in performing the work as previously authorized. If not, then the Board will need to re-solicit bids.

Unfinished Business:

305 Castle Hill Drive – No new progress to report at this time. However, the 2010 Dues were sent to the Mortgage Holder / Trustee as per the title records. The Board agreed to continue with having Zachary Roden (805 Castle Hills Ct) mow the yard on a 2 week basis. ***Lonnie suggested that the Board start the process in filing a lien on the property for back HOA dues, Sharon made a motion to begin the process in filing a lien and Scott seconded the motion and the motion was passed unanimously.***

216 Flagstone – Shortly after the last Board meeting on February 16, 2010, the property went on sale through foreclosure. The previous motion by the Board to file a lien could not be executed due to the foreclosure. Past dues for the property will be collected from the new homeowner at closing. ***House still for sell.***

Texas Franchise Tax Notice – The HOA has received 2 separate notices with 2 EIN numbers. Sharon will investigate. (Issue was not discussed)

Up-dating of By-Laws and Deed Restrictions – On hold – No Volunteers for the Committee at this time.

Ongoing Business:

Website – Nothing to Report

Yard of the Month - Winners to date:

- May 2010 – 205 Castle Hill –Page
- June 2010 – 805 Spyglass - Ballew
- July 2010 – 304 Flagstone – Simpson
- August 2010 – 305 Flagstone – Terasa

The following items were tabled for future review:

Late fee procedure – No progress this month. This has been placed on hold until the future Board is able to review the procedure.

HOA logo – No progress this month. We would still like to have a logo for an HOA entrance flat and for stationary. An idea was posed to put this in the newsletter and seek homeowner input for logo suggestions. This will be reviewed by the upcoming Board.

Park improvements – No progress this month. Suggestions for park improvements need to be solicited from the homeowners – some ideas are a playground, picnic tables, tennis court, and swimming pool.

New Business:

Crime – A vehicle was broken into in the 300 Block of Castle Hill Dr on August 7, 2010 – Details unknown.

Annual Meeting - The Board decided on August 31(if the location has the availability). The Board also discussed who is responsible for which areas, notification of Members.

Web-site needs updating – Scott will get with Bob Kenney to update the site (YOM, Crime Alert, new By-Laws)

Liens for Outstanding dues – none to date

Lonnie Seeton - announced that he is stepping down from the Board at the next annual meeting due to not being able to meet the obligations as required due to business related obligations.

Audit of Books – Sharon to get the books in order for auditing. Will talk with Onita Holton and Karen Tucker to see if either one is available to audit the books prior to the Annual Meeting.

Houses for sale/lease:

1. 213 FS – Crawford
2. 808 FS – SOLD - Lester and Martha Sulser
3. 305 FS – SOLD - Fred and Kay Terasa
4. 909 BP – Defalco – house is vacant
5. 315 FS – LEASED – Omega Acquistions (Deanna Simpson – Leaser)
6. 905 BP – John and Jacolyn Robertson

The next meeting was not scheduled.

The meeting adjourned at 8:29 pm.

Meeting Minutes Prepared by:

Scott Atwood, President