

CASTLE HILL BURLESON HOMEOWNERS' ASSOCIATION, INC.

BOARD MEETING HELD AT SHARON IVES'

OCTOBER 25, 2011

Charlie called the meeting to order at 8:03 p.m.

Attending: Charles Osborne, Leechelle Ryan and Sharon Ives

Absent: Mike Dorety

Review of the annual meeting minutes: Board Members present reviewed the draft annual meeting minutes from August 9, 2011 and granted permission to post on web site.

Approval of previous meeting minutes: Sharon submitted the meeting minutes of July 6, 2011 for approval. Charlie made a motion to approve the minutes as submitted. Leechelle seconded. Motion passed.

Financial Report: Sharon submitted the financial statement as of September 30, 2011 with a balance of \$5,972.03 in the operating checking account and \$36,665.91 in the Money Market / Reserve Fund account. We had to transfer \$5000 from the money market into the operating account in order to pay bills until the year end. Leechelle made a motion to approve the financials as submitted. Charlie seconded. Motion passed.

Committee Reports:

ACC – no report

Communications – Sheri informed us that she has their home up for sale so we will need someone to take over the quarterly newsletter. Charlie will speak with Fred to spread the word among his committee.

Landscape – no report. Sharon will speak with Webb's Landscape on possibly planting more perennials at the entryway in the spring.

Audit – no report.

Social Committee – Sharon presented a letter from Seeton (300 FS) regarding his plans for Halloween night and seeking neighborhood participation. It was suggested that we place an action item on the annual agenda regarding hosting the trick-or-treaters in 2012 in the Castle Hill neighborhood from 6 – 9 p.m. and to place signs at entryways.

Flag Committee – no report.

Old Business:

Charlie will forward his recommendations regarding the establishment of “Rules & Regulations”. This will be composed of the most frequently asked questions from the homeowners. This draft will be forwarded to Steve Smith (attorney).

Charlie stated that the meeting with City Officials regarding street marker signs is being rescheduled for a later date.

Sharon discussed the outstanding dues and/or late fees for 2011. D’Angelo at 217 CH and Omega/rental property at 315 FS still owe. Sharon presented a detailed letter on Omega that will be mailed on Oct. 26. Lien process will begin if payment in full is not received before Nov. 15.

Sharon stated that she mailed copies of the handouts from the annual meeting to the homeowners that were absent.

New Business:

Charlie appointed the new Board Members as follows: Leechelle Ryan as Secretary, Mike Dorety as Vice President and Sharon Ives as Treasurer.

Houses for sale: 800 Flagstone (Pool) and 801 Spyglass Ct. (Campbell-Husband).

New residents: 205 Flagstone, Bill & LeAmy Seabert (Aug. 3); 855 Bridle Path, Casey Poindexter (Sept. 30). Charlie will deliver welcome folders with HOA documents, as well as, Home Depot gift card.

Yard of the Month: August – 304 FS/Simpson. Charlie will seek volunteers to serve on this committee.

Planning Committee: Fred Teresa sent a set of e-mails documenting their progress including a list of members, values in action statement, and priority of critical issues, mission and vision statement. Sharon will contact Fred regarding listing the Planning Committee members on the web site.

Annual Budget: Sharon presented the draft annual budget and was decided to table until next meeting.

We discussed the repairs completed to the HOA fence. Charlie will send a letter to 221 CH, 217 CH and 215 CH to inform them how much the HOA spent on their repairs.

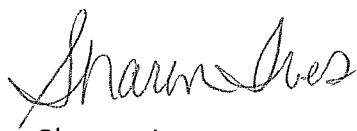
The HOA dues invoices will be mailed no later than November 28.

The Christmas light installation will be Nov. 12. Sharon will inform Webb's not to trim hedges/bushes until after the holiday and to insure the sprinklers are off that day. It was further discussed to purchase additional mini-lights to replace the ones broken in prior years.

Next scheduled meeting: TBA

With no further business to discuss, the meeting was adjourned at 10:12 p.m.

Prepared By:

A handwritten signature in cursive script, appearing to read "Sharon Ives".

Sharon Ives
Treasurer