

# Castle Hill Estates HOA

## Board Meeting Minutes

Date: Wednesday, May 22, 2013

Time: 7:00pm

Location: 871 Bridle Path

- I. Call to Order: 6:55pm
- II. Roll Call: Board Members: President (Tom Helfrich), VP (Spencer Vick), Secretary (Bryan Becan), Treasurer (Sharon Ives)
- III. Approval of Previous Meeting's Minutes:  
Motion made to approve the previous meeting's minutes. All in favor. Approved.
- IV. Financial Report  
Checking/Savings Balances:  
EECU Checking: \$17,238.99  
EECU MM: \$36,837.57  
Total: \$54,076.56  
  
Income in April:  
Gas Lease \$140.32  
Interest Income (Late Fee): \$2.39  
Interest Income (EECU): \$6.05  
Total Interest Income: \$8.44  
Late Fees Collected: \$69.00  
Transfer Fee: \$200.00  
Total Income: \$417.76  
Motion made to accept financials into record:  
All in favor. Motion approved.
- V. Old Business  
ACC: Nothing new

Budget: Reserve and Contingency Fund: Discussion tabled for the next meeting.

Grounds: Sprinkler head – replaced with temporary fix. Needs an appropriate replacement. Spencer to get some hourly rates for sprinkler repair.

Mention in the August meeting that we need an irrigation specialist to fix the sprinkler heads.

Communications: To revert back to the Quarterly Newsletter format.

Christmas Lights: Sharon is moving, needed someone to store the HOA's Christmas lights. Bryan Becan has stored them at his home (213 Flagstone). When the time comes to install the Christmas lights, give Bryan a call at 214-649-4661 so he can get them out of storage.

Social Committee: National Night Out – October 1<sup>st</sup>

Insurance Policy: Renewed. Vote was taken via email.

Motion made via email to hire attorney to look at the Easement Proposal from the City of Burleson – 3 to 1 vote for hiring Tom Carr. Motion passed via email.

Easement Proposal – Table this discussion for the Annual Meeting so the Homeowners can be involved.

## VI. New Business:

Write a letter to the homeowner at 305 Castle Hill to repair the fence. 1 letter to the owner, 1 for the occupant. There is an aggressive dog behind the fence that might get out if the fence is not repaired soon. This is a safety concern.

Sharon Ives' Resignation as Treasurer is 5/22/2013, due to her upcoming move.

Bryan Becan to resign the Secretary position at the August meeting.

VII. Calendar

Annual Meeting set for August 20, 2013 at 6pm, Location TBD.

Purchase of QuickBooks – Motion made, Approved by all.

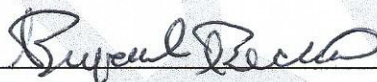
Adjournment of General Session

Meeting adjourned at 8:15pm.

VIII. Addendum to the Meeting Minutes:

To temporarily fill the open Treasurer position as a result of Sharon Ives' resignation due to her upcoming move, the Board solicited volunteers to the homeowners via email on May 23, 2013. Staci Spring (905 Bridle Path) volunteered to fill the Treasurer position until an election can be held at the Annual Meeting on August 20<sup>th</sup>. On May 27<sup>th</sup>, via email, a motion was made, and all Board Members voted YES to elect Staci Spring as Treasurer.

Respectfully Submitted by:

  
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Date: 5/28/2013

Bryan Becan

Secretary

Castle Hill Estates HOA