

Castle Hill Burleson Executive Board Meeting

Wednesday, October 9, 2019

Meeting called to order at 6:35 p.m.

Attendees: Paul Holton, Paul Punt, Sharon Ives, Kim Scott, Allison Knott & Harold Knott

Previous meeting minutes were emailed to all present. Will review later.

Old Business

Financial Report—Sharon Ives

- Update on purchasing of laptop. Advised we do not need a very expensive one. Advised there is one for \$330 (+tax) Lenovo. Paul P motioned to approve the purchase; Harold seconded.—Paul H motioned to amend to spend up \$400 on a computer; Paul P seconded; motion passed.
- Sharon to purchase laptop and get needed software loaded.
- Updated officers' red books for Board members were provided by Sharon. Advised that some residents have not updated their information, so manuals to be updated once information is provided.
- Brief discussion on committees. Bylaws indicate each committee should have at least three members.
 - There are six (6) committees per bylaws.—Architectural, Nominating, Recreation (social), Maintenance (landscape), Publicity and Audit.
 - Kim Scott volunteered to be on the Audit committee.
 - Paul P motioned to assign a list of homes to each board member to visit and recruit for committees; Harold seconded.
 - Allison volunteered to be on the Recreation committee.
 - Additional discussion on possible volunteers for other committees; no appointees for Publicity committee.
- New Member Update
 - 816 Flagstone Drive—Ron & Jodee Barnett
 - 217 Castle Hill Drive—Billie Hardesty

New Business

- Little Library at the Park
 - Brief discussion
 - Paul P motioned to vote on the approval of the installation of the little library; Kim S seconded. Paul P also motioned for an amendment for the board to revisit this after six months to determine if it should continue; Paul H seconded.
- Board Positions
 - Gary Todd, who was elected to the board at the annual meeting, was briefly in attendance, but refused his board appointment.

- Paul H, outgoing president, motioned to nominate Paul Punt as the new president; Harold seconded. All agreed.
- Paul P nominated Sharon Ives for Treasurer; Harold seconded. All agreed.
- Paul P nominated Harold for Vice President; Kim seconded. All agreed.
- Paul P nominated Kim Scott for Secretary. Harold seconded. All agreed.
- Paul P stated he would like Allison to remain on the board as the Member at Large in addition to the Recreation committee.
- Paul P and Sharon I's terms will last from 2019-2020; Harold and Kim's will last from 2019-2021.
- Next Year's Board Meetings
 - February 19; May 6; July 15; November 18

Paul P motioned to adjourn meeting; Harold seconded.

Meeting adjourned at 7:35 p.m.

Minutes prepared by Allison V. Knott, Secretary