

CASTLE HILL BURLESON HOA

Board of Directors Minutes of

Board Meeting May 22, 2024

Meeting was held at 824 Flagstone Dr., Burleson, TX at 6:30 pm on May 22, 2024

I. ATTENDEES

Board Members present are as follows:

Leslie Crook – President,

Wayne Burke – Vice-President,

Beverly Ridenhour - Secretary/Treasurer

Committee Members present are as follows:

None

II. CALL TO ORDER

Leslie Crook called the meeting to order at 6:39 pm.

III. APPROVAL OF PREVIOUS MEETING'S MINUTES

Meeting minutes were approved through an email by all board members.

IV. FINANCIAL REPORT

Bev presented the financial report.

V. OLD BUSINESS

- A. **Fence Staining and Maintenance** – Every homeowner is responsible to maintain their own fence. All homeowners that backup or share a boundary with Alsbury Blvd will need to maintain their fence to the present standard which is Board on Board with Cap and Trim and needs to be kept stained with Ready Seal stain in the color Dark Walnut.
- B. **Irrigation Needs** – waiting on the May inspection report from the lawncare group to inspect.
- C. **Annual Dues** – We currently have 1 homeowner that has not paid their 2024 dues but has reached out explaining a situation and have assured that their dues will be paid as soon as possible.
- D. **Leasing Permit** - We have received one signed Leasing Permit and waiting on the fee to be paid and the rest of the required paperwork to be sent.

VI. NEW BUSINESS

- A. **Collaborate with the Architectural Committee Members to outline responsibilities** – Members Gary Todd and Ryan Stepp did not show up for the meeting.
- B. **Begin Planning Annual HOA Meeting** – Leslie will secure a place to meet and a tentative date of August 24th was agreed upon if location can be found for that date.

VII. ADJOURNMENT

Motion to Adjourn the meeting was made by Leslie and 2nd by Wayne. Meeting was adjourned at 8:15 pm.

The next meeting will July 17, 2024 at Leslie Crook's house.

Minutes submitted by: *Beverly Ridenhour*

Print name: Beverly Ridenhour – secretary

Approved by: **Leslie Crook**

Print name: Leslie Crook - president