

## Castle Hill Burleson HOA Board Meeting

Tuesday, January 15, 2019

Meeting called to order at 7:37 p.m.

Sharon Ives is going to be Treasurer

Paul H asked if anyone is interested in being President; Paul Punt will be VP; Paul Holton will be President; Allison Knott will be Secretary.

Sharon Ives motioned to approve the annual meeting minutes; Paul Punt seconded.

### Financial Report—Sharon Ives

- Mentioned the only thing that was out of whack was the landscaping and the water bill.
- Paul Punt asked what caused the water bill's increase—broken heads/timer
- Rest of report is basically the same. There were some inherited issues that she has been working to clean up.
- Stated CPA will do the taxes and journal entries on depreciation on fence and retaining wall.
- Paul H motioned to accept the financial report; Paul P seconded.
- Finished with a little bit of profit; will work to start building more reserves.
- Sharon Ives will send a copy of the budget to Brian to put on the web site.

### New Business

- Determine if we'd like to have an outside company to manage our HOA & find out the cost.
- Work on operational committees—Need to know who is on each committee, who is the Chair and update our records. Needed committees are architectural, landscaping, social & audit—limit each to three members on each; next step to update current lists of committees and go door-to-door if necessary to find out what residents would like to participate.

### Operational

- These meetings only need to be quarterly—Paul would like to set meeting dates for remainder of year. Tonight's meeting is for the 1<sup>st</sup> quarter; second quarter—April 10—second quarter meeting date; July 11—third quarter meeting; Annual Meeting—August 27; next Board Meeting—November 5

HOA President Paul Holton motioned to adjourn meeting; Sharon seconded.

Meeting adjourned at 8:27 p.m.

Minutes prepared by Allison V. Knott, Secretary