

CASTLE HILL BURLESON HOMEOWNERS' ASSOCIATION, INC.

BOARD MEETING HELD AT SHARON IVES'

JANUARY 22, 2012

Charlie called the meeting to order at 2:08 p.m.

Attending: Charles Osborne, Leechelle Ryan and Sharon Ives

Absent: Mike Dorety

Approval of previous meeting minutes: Sharon submitted the meeting minutes of October 25, 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 December 31, 2011 with a balance of \$13,104.41 in the operating checking account and \$36,707.47 in the Money Market / Reserve Fund account. Charlie made a motion to approve the financials as submitted. Leechelle seconded. Motion passed.

Old Business:

Charlie will email his recommendations regarding the establishment of "Rules & Regulations" to Sharon. She will then combine with others and forward to the attorney.

Charlie will follow up with the City Officials regarding street marker signs.

Sharon presented the 2012 budget. After discussion, it was decided to raise the total expenses to \$27,350 to be in alignment with previous years. Leechelle made a motion to approve the budget as amended. Charlie seconded. Motion passed.

Charlie tabled appointing members to various committees.

Sharon discussed the Christmas lights at the entryway. It was recommended that we check into prices for replacing with LED's. The previous lighting kept tripping the breaker and both sides of the entryway were only lit half the time.

Charlie reported that he delivered new welcome packets and Home Depot gift cards to 205 FS and 855 BP.

Charlie will check into obtaining a template so that the quarterly HOA newsletter will be user friendly for the volunteers to complete.

Charlie will be mailing letters to 221 CH, 217 CH and 215 CH regarding the HOA paying the costs affiliated with fence repairs and staining. He will forward copies to Sharon to file in their resident files.

New Business:

Committee Reports:

ACC – no report

Communications – web site was last updated in December 2011.

Landscape – Sharon spoke with Webb's Landscape regarding the entryway needing mulch. Also, she will check with Jerry regarding the freeze/moist sensors on the irrigation system to insure they are in working order.

Audit – Sharon delivered the 2011 records to the members of the Audit Committee.

Social Committee – no report

Flag Committee – the spot light at entryway is in the works on being repaired.

Planning Committee – Fred presented the final report to Charlie. Charlie will check with him to ask before posting on the web site and also invite the representatives to our next Board meeting to discuss details in that report.

Sharon gave an update on the 2012 HOA dues. As of today, only 10 members have not paid.

The Board set the Capital Expenditures amount for \$5000 which will remain in the money market/reserve fund.

The Board discussed the recent legislation and how it affects the HOA. The Board decided to hire Steve Smith to insure our Covenants, Articles of Incorporation and By-laws will be amended correctly and filed with the appropriate governing body. Sharon will arrange a meeting with the attorney and the Board to start the drafting process.

The Board discussed agenda items for the upcoming annual meeting in August. Several items are: raising the annual dues, changing the current due date for the annual dues and establishing a time frame for trick-or-treat. Leechelle will check on prices on purchasing a sign.

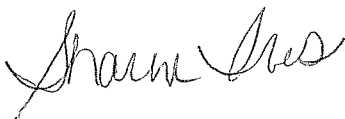
Houses currently for sale: 800 Flagstone (Pool) and 801 Spyglass Ct. (Campbell-Husband).

OPEN DISCUSSION: Sharon stated that she mailed "resident update" forms to 23 residents to complete. She also mailed duplicate HOA dues invoices to 15 residents on January 12 as a reminder.

Next scheduled meeting: Sunday, March 4, 2012 @ 2:00 p.m.

With no further business to discuss, the meeting was adjourned at 3:55 p.m.

Prepared By:

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

Sharon Ives
Treasurer