

**September 2019 Minutes
Workshop and Regular Meeting
Board of Directors, Meadowlakes Property Owners' Association**

Regular Meeting, 9/10/2019

Call to Order and Welcome - by President Joe Summers

Prayer - Kevin

Pledge of Allegiance - Jerrial

Roll Call – Jim Woods is absent, Vacant position, Present were Summers, Newton, Wafer, Stueckroth, Soliz. Quorum established

Consideration /Approval of Minutes

- 1) July meeting minutes, approved by all
 - a. Jerrial provided clarification on the number of new residents with children, 57 of the 63 residents have children.
- 2) July special meeting minutes, approved by all
- 3) August meeting minutes, approved by all

Board Members Reports:

- 1) Treasurer: Dottie Stueckroth
 - a) Income for the month of August, see handout report, see scan report.
 - b) Dottie got an email from Joe requesting checking account balance, but it turns out it was a spoofed/hacked email. Local IT provider Onsite helped track it down. Kevin also provided clarification on the issue and advised board members to be very careful and wary of suspicious emails.
- 2) Maintenance – James Woods
 - a) Add notes from handout in Jim's absence, board report was provided to Joe, he read it aloud.
 - b) Karyn had a question about the 84k for the road repairs to Meadowlakes Drive, if it was completely taken out of the checking account, Joe advised according to Jim's notes, only 56k so far.
- 3) Storage Facilities – Steve Newton
 - a) Someone with a covered spot with a boat moved, in the process of filling that spot.
 - i) 47 people on the waiting list, 27 of which are on the uncovered list
 - ii) Howdy storage was offering a discount for ML residents, possibly check into if this is still being offered

4) Security Gate - Jerrial Wafer

- a) Not much, all is well
- b) Jerrial advised security had a reported issue with noise on the lake. Security got the address and location of the resident who the guest was visiting. Security spoke with the resident about containing the noise and they got heated about it and asked that whoever had the issue come speak with them. Not a lot security can really do other than reporting to the local Sheriff esp. when the park is public. Joe reported that he spoke with the resident regarding their guest and the resident did talk to the resident that complained and they appeared to have smoothed things over and worked it out.
- c) Jerrial also advised that the park is obviously being used, noticed that the trash cans are usually pretty full.

5) Celebrations – Vacant (Jerrial)

- a) Nothing really going on

6) Welcoming Committee

- a) Georgina, see handout note to add to minutes, confirmation of welcome addition numbers
- b) Member asked do we know how many properties are for sale, Joe advised we don't track that

7) Secretary – Kevin Soliz

- a) Reviewed email hacking issue for Joe, reviewed personal PC security health check issues, explained POA board uses personal PCs, unsure about the city

New Business

1) Computer equip for POA treasurer

- a. Reviewed issue through board report from Kevin. The new treasurer will be required to have access to both the city and POA accounting systems. Joe is recommending that a PC be provided for these tasks, Joe and Jonnie have checked with the local IT support they used, and they have advised the cost for this would be around \$600-\$700. The city will be providing the machine and it will also be supported by the city's IT support. Jerrial made a motion to by the new PC with software needed and a recording device for minutes/meetings, all approved.

2) Proposal to limit late night noise

- a. Reviewed issue through board report from Jerrial

Old Business

1) Discussion/Action – City Contract for Services

- a. Each board member has received report on updated city contract, Joe would like to vote on the contract. Joe, advised it's a 3YR contract, has a CPI clause that allows the rate to float up or down. Terms also include going year by year if the new board would like to do that. Had a termination clause, 365 notice required. Contract managers will have chance to review CPI and agree on increase/decrease. Current contract ends Oct 31st.

Georgina asked can amendments be made; Joe explained the city can request changes which have to be approved by the board. Steve advised that if the new board incoming wanted to cancel the contract they can, just need to adhere to the 365 days term. Steve motion to approval, Kevin seconded, Dottie and Joe approved, Jerral abstained. Joe advised next step is to get the new contract signed, Joe will get with the city.

- 2) Discussion/Action – Annual meeting/election prep, ad-hoc committee to count ballots
 - a. Joe assigned Patty as the chair lead but advised he did not recommend who to put on the counting committee. Joe advised that Patty appointed Judy Archer, Linda Landaway, Cheryl Fernandez will be counting the ballots on 10/12. At the meet the candidates meeting there was concern raised over if the counts would be fair, the audience suggested assigning witnesses to observe the count, Joe advised he and the board would entertain having two individuals help observe to be fair. Dottie doesn't see a need, Jerral advised that it can't hurt really, makes sense to have one from each side observe. Kevin and Steve feel the same way, can't really hurt. Audience asked if the box is locked, it is but the box isn't secured/tied down, should be moved to a locked office, recommend the city move the box into a locked office at the end of the day. Georgina has concern about the POA dues being included with the votes because the dues are due 9/31 and the votes are due by 10/12, do residents get late fees? Dottie explained that the dues and ballots should be separated because they are being personally delivered to Dottie. Joe advised we can make an exception on the POA dues late fees, there will be no fees if the dues are delivered by 10/12.
 - b. Patty advised absentee voting in the conference room on the 12th. Observers will be made aware of date/time to review.
 - c. Jerral made motion to use observers, Kevin seconded, Steve, Joe approved, Dottie abstained
 - i. Joe advised he has two observers contact him, only two, Karyn Mason and Gloria Willinger
 - d. Georgina asked how will nominations be addressed from the floor at the annual meeting, Joe advised this will be dealt with early and will be handwritten in.
 - e. Christine asked how multiple properties are being handled, Joe and Patty explained there were two forms, proxy and regular ballot. The proxy needs to be in by the required date. The regular ballot can be turned in the day of the meeting and will be sent back to be counted in the Pecan room.
 - f. Joe explained that all the positions are different terms, this year we have 2 x 3YR terms, 2 x 2YR terms and 1 x 1YR term. When all votes are tallied up, top two vote getters get 3YRs, next two 2YR terms and 5th place will get the 1YR term, term lengths can be traded around. Jerral asked what if there is a tie, Joe advised we'll flip a coin.

Citizen's Comments

- 1) Susan Bailey – Just wanted to say a big thank you to the current and past board members.
- 2) Georgina – Cruising around the neighbor and noticed remodeling damaged property from the flood. Noticed that the sub-contractors are parking on the property adjacent to his property. Concerned about the access from his driveway/property to the park. Where are park visitors going to park the towing trailers. Joe advised he's on the building committee and they are

watching to make sure no issues are going to come up. Chair of the building committee spoke up and advised there isn't an issue with the reconstruction, permits and variances. Georgina is simply concerned about the sub contractors parking.

- 3) Patty – Just wanted to acknowledge Florence and Martin Shoeman will be carrying votes back during the annual meeting and also wanted to say thank you.

Next Workshop Meeting – N/A

Next Regular Meeting – Annual meeting 10/12/2019

Motion to Adjourn - Joe Summer motioned, Dottie motioned, Kevin seconded, all approved.

Joe Summers, President

Kevin Soliz, Secretary