

Lakeline Oaks Homeowners Association

Board of Directors Meeting

Date: Wednesday, March 25, 2015

Place: Lakeline Oaks Park, 1000 Old Mill Rd, Cedar Park, TX 78613

Meeting Minutes

The meeting was called to order by President Rae Ann Doerr at 7:01pm and a board quorum was established. The board members in attendance were Rae Ann Doerr, Bob Stevens, and Robert Kenny. Goodwin representatives in attendance were Celeste Schulz, property manager, and Jamie Richardson.

1. Receive Member Communications

- a. Rae Ann read the member communication policy to the members in attendance. None of the members had topics to address with the board at this time.

2. Approvals by the Board that occurred between board meetings

- a. No approvals or pending approvals since last meeting.

3. Non-Compliant Roofs

- a. Owners are required to submit ACC applications for all exterior changes
- b. Board reviewing options with the lawyer regarding issuing variances.

4. Delinquencies

- a. 6 homeowners are delinquent
- b. \$2826 total delinquency

5. Re-zoning

- a. The board has not received a response to their request for information.

6. Homeowner Complaints

- a. Declining home values – The board is still looking to find a realtor outside of the association to attend the annual meeting and address this concern.
- b. Landscaping maintenance on Shannon Meadow – The board requested for ECOSystems to maintain the property; ECOSystems said that because it is an individual's private property, written consent of the owner is required. The address in question has been reported to the MUD's management for follow up. The HOA will send a separate letter in an attempt to resolve the issue.

7. Annual HOA Meeting Preparations

- a. The annual meeting is scheduled for May 27, 2015.
- b. To establish quorum, 25% of the membership must be present in person or by proxy; this is a total of 100 members required to establish quorum. *Bob Stevens motioned to hire a third party company to go door to door to get proxies for the annual meeting. Rae Ann Doerr seconded the motion. The motion carried 3-0.*
- c. The board discussed incentives for attending or sending in a proxy. The following will be raffled off:
 - i. Proxy raffle – One \$100 home improvement gift card
 - ii. Members in attendance raffle – One \$100 home improvement gift card
 - iii. Members in attendance raffles – Twelve \$25 home improvement gift cards

- d. The board agreed to a budget of \$500 for food and drinks.
- e. Celeste will send blank proxies to the board members.

8. Committees

- a. Architectural Control Committee
 - i. Xeriscaping – *Bob Stevens motioned to accept the xeriscaping policy as previously presented. Robert Kenny seconded the motion. The motion passed 3-0.*
- b. Landscape Committee – No update was provided.
- c. Recreation Committee
 - i. There will not be a garage sale this year.
 - ii. There will not be a pool party this year.
 - iii. The events have been canceled due to a lack of volunteers.
- d. Website Committee
 - i. Homeowner volunteers provided a report on the new platform they are working on for the website. The three volunteers agreed to serve on the website committee: Mike McGuire, Jeff Doerr, and Phil Barnhart. *Bob Stevens motioned to approve \$50/month budget for the website. Robert Kenny seconded the motion. The motion carried 3-0.*
 - ii. Phil will contact Don about transferring ownership of the domain to Celeste.
- e. Newsletter Committee
 - i. Rae Ann will publish one more newsletter.
 - ii. Crime stats will be included.

9. Williamson – Travis Counties MUD #1

- a. Patricia Rybachek is the new MUD manager for WTC Mud #1

10. Real Manage

- a. Celeste will email Real Manage about the monthly violation report they agreed to provide to the Lakeline Oaks board.

11. Goodwin Management

- a. Celeste provided the financial and collections report.

12. Member Communications

- a. A member asked about the xeriscaping policy and what modifications he can make to his property; Celeste explained he needs to submit an ACC application before making any modifications to his property. Rae Ann will pass his contact information on to the ACC.

13. Adjournment

- a. There being no further business, the meeting adjourned at 8:39pm.