

Teas Lakes POA Board Meeting Minutes

January 20, 2016

- I. **Call to Order:** 6:33 PM; Jim Bob Adams, JoAnn Caldwell, Bo Arguello and Ted Miller were present as well as Bryan Fowler, the Association's Attorney and Shelly with IMC.
 - A. Resident's Present: Megan Bennett (2318 Highland Crossing), Diane Cooke (8017 N. Tarrytown Crossing), Elizabeth Keithly (2310 Perkins Crossing) and Deborah Crespo (7705 Board Crossing)

- II. **Proof of notice.** Documentation showing notice was posted on the bulletin board, Teas Lakes Neighbors Facebook page, Teas Lakes POA FaceBook page and website. Was also blasted to the subscribed homeowners.

- III. **Minutes** from previous meeting were read. Motion to approve minutes from Bo. Second and approved unanimously.

- IV. **Treasurer's Report.** December 2015 financials and bank reconciliations were reviewed. The Board asked to change the naming of the 'Prior Years Dues' account to say 'Retained Earnings'. A motion was made to approve the financials with the amended account name; the motion was second and approved unanimously.

- V. **Old Business**
 - A. Articles of Incorporation and Bylaws: (Recorded copies need to be uploaded to website): according to the associations attorney, Bryan Fowler, the copies have been sent off to the Secretary of State to be recorded but the process is taking longer than usual to get them back. As soon as they are received IMC will upload the copies onto the POA website.
 - B. Progress report on easements: Regarding the two access easements, it was brought to the Boards attention that there is another access easement located at the end of Tarrytown Crossing. A discussion was held regarding the POAs rights and that if the Board does not act now they could lose their rights permanently.
 - C. Erosion around the back pond: Repair of erosion on path near rear of back pond. Ted made a motion to approve Satin Stone's bid to come out and repair the erosion contingent on meeting with a Board member to discuss work. The motion was second and approved unanimously.
 - D. Neighborhood Watch: Deborah Crespo (7705 Board Crossing) volunteered to head the Neighborhood Watch committee. Board is reviewing Committee Charter and will send to her to sign once established.

- VI. **New Business**
 - A. Director Appointment (1 year): Before the Board conducted their interviews, Ted Miller stated that he would be resigning from the Board after this meeting due to family and schedule overload in the coming year. Once Ted's official resignation is received, another spot on the Board will be open and

will also expire in January 2017. The Board interviewed four candidates for the open position on the Board which will expire in January 2017. After a brief discussion was held, a motion was made to appoint Diane Cooke to the Board. The Board then discussed the candidates that they had interviewed prior to Ted's resignation and decided to contact one of them to see if they were still interested and ask them to attend the next meeting. IMC and the Board will make contact to attend the next meeting February 9th.

- B. Monthly Board and Quarterly Membership Meetings: A motion was made to schedule the monthly Board meetings on the second Tuesday of every month (February 9, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 8, and December 13) making the quarterly dates (April 12, July 12 and October 11) Membership meetings at the library. The motion was second and approved unanimously. Shelly with IMC will get with the library to book the quarterly dates.
- C. Review Landscaping Budget: This item was tabled for discussion until the February 9, 2016 meeting.
- D. Review Beautification Budget: Megan Bennett discussed the 2016 budget that was submitted for the Beautification Committee which totaled \$2000 and included Quarterly Yard of the Season winners which would include the purchase of some signs, two events in the neighborhood (Spring and Fall) as well as décor for the Summer (banners, swags, etc.) and Winter. After discussion, the Board felt that \$125 was too much for just one house and thought that if you gave \$50 per house, per section you would reach more people in the neighborhood. The goal of the committee is to provide functions for the resident's and to improve the overall appearance of Teas Lakes. A motion was made to approve the Beautification Committee's budget for 2016 as read as well as to have IMC issue the check to the winner of the Autumn YOTS for \$125
- E. , the motion was second and approved unanimously.
- F. Meeting Minute Approvals and Timely Postings: A discussion was held regarding posting the minutes of the meetings right after the meetings are held. Due to the laws that govern POA's you can only post meeting minutes after they have been approved which is why the minutes of the previous meeting are read and approved at each meeting.

VII. Adjourn to Executive Session

- A. ACC Projects: An appeal letter was received regarding the parking of a Utility Trailer onsite for work purposes. The Board discussed the appeal letter requesting a variance to the restrictions and a motion was made to deny the variance requested on the grounds that it would set a precedence throughout the community and several owners would then try to do so. The motion was second and approved unanimously. IMC will send him an email and letter of denial and a Board member will make contact to explain to the resident.
- B. Collection matters: Went over deed violation report as well as discussed the pending litigations and past due accounts and their status'. Bryan Fowler discussed the Boards options on pending litigations and

how to move forward. The Board will discuss the options with the necessary parties involved and will move forward accordingly.

- C. Bank Signature Cards: A motion was made to change the signers on the bank accounts (Operating account 8485 and Money Market Account 4335) to James Adams, Bo Arguello, JoAnn Caldwell and Steve Durham; the motion was second and approved unanimously. IMC had the signers fill out the Bank Signature forms and once the new signature cards are received, IMC will have the Board sign them.

VIII. Adjourn – 9:20 PM