

High Gabriel Estates Property Owners Assn. Inc.
BODs Regularly Scheduled Monthly Meeting
Leander First Baptist Church
10000 RM 2243, Leander, TX
January 9th, 2023

Forum Format: No discussions planned

POA Membership Present:

BOD Members Present: Virginia Partain (Chairperson #6) Chris Field (Vice Chair #1), Helen Trahan (Treasurer #4) Darla Engh (#3), Chas Webb (#7)

BOD Members Absent: Bobbi Marquardt (# 2) Whitney Moore (#5)

Call to Order: A quorum present, the Chairperson called meeting to order at 7:37 PM

POA OPEN MEETING

Minutes Approval: Chairperson- went over revisions of December minutes after review and suggestions as submitted via email. There being no corrections or concerns, the minutes were approved as revised.

Board of Directors Reports:

Chairperson Report: PayHOA, has been loaded with verified owners of Units (PayHOA term for our R# details) spelling of names but problem is that both owners may have same email. Intent is to mail invoices to property owners. Those without email will have to provide a MAIL address (already input). Mailed invoice have a stub and return envelope for payments. Past due accounts loading is ready for sampling. 288 active people now in PayHOA and 187 units/properties and 11 units have no email, but these will be Mailed, for about \$.65 per item. The board opted to use the mail in of checks via PayHOA lockbox. Cost is \$1.00 New rates may apply for 2023.

On the Bylaws Revision VI, they become effective 4 weeks from date of mailing and need to be mailed, posted, etc. by Jan. 15th for Annual Meeting purposes. It was suggested to put a link into an email and post on website.

Bills will be mailed February 1, with a due date 30 days after the bill date, the late bills are 60 days after the bill date.

ACC President sent letter in regard to not being allowed to ask questions and discussions re ACC business. No having given notice it was explained, the item on the agenda was for reports, passing on of documents, etc. There is a spot on the Agenda for 'reporting' ACC activity and will be included in the Bylaws. However, if business or ACC needs discussion, time needs to be allow for in the agenda but notifying the secretary on the Monday prior to the Monthly meeting.

Resolutions on how to hand owner of record issues was discussed with only the Bylaws being requirement being followed.

Ginny mailed the POA property taxes check received from the Treasurer.

Vice Chairman Report: Chris presented POA software updates, also noting PayHOA charges to the POA. The documents side will only provide viewing by the owners, not public as required by TPC. Option to pay for website with PayHOA or stick with what we have.

Secretarial Report: Chas will have the Bylaws Revision VI ready for distribution to meet the 4-week requirement to become effective prior to the Annual Meeting. Ginny mailed the POA property taxes check received from the Treasurer.

--Chris has submitted his resignation indicating due to work he will not be able to continue on the Board.

--Chas has also indicated, he enjoyed his appointment on the board, and working with the POA official documents but prefers not to continue on the Board.

--Darla has indicated her intentions of seeking another term.

--Whitney intentions are to seek a 2-year term, having filled a vacated one-year position.

Treasurer's Report: In receipt of PO Box fee bill, requiring an early pay to stay at same rate. Helen made motion to pay so fee remained at \$260.00. Ginny 2nd.

Resale Certificates-Visitor Requests: No Resale Certificate or Visitor requests

BUSINESS SESSION:

Unfinished Business: Work began on the Nature Trail on Dec. 5th. And finished on Jan. 7th, Weather created havoc with schedule. Trail was reopened Jan. 7th with notice posted on website.

Nature Trail issues: Need volunteers to do some annual check ups on the common areas.

New Business from Board Members: Annual meeting dates and times were discussed with February 25th decided. Hours would be 1-5 p.m. with each organization deciding and planning their expected time needs.

A new donation fee is requested to help LFBC pass on some of the expenses. The HGE will have a session fee versus an hourly rate.

ACC Report: Email to report requests in process. Committee is made up of up to 5 volunteers. Terms are up in February. Seeking volunteers

Adjourn: Meeting adjourned at 9.20

Virginia Partain, Chair/Secretary