

High Gabriel Estates Property Owners Assn. Inc.
BODs Regularly Scheduled Monthly Meeting
First Baptist Church, Family Life Center
June 10, 2024

Non-Membership:
HGEPOA Members Present:

Forum Format: (per agenda) Secretary requested use of the forum for distribution of special documents detailing being an HGEPOA Board Member to new directors. 12 Terms Every HGEPOA Board Member Should Know. Explained Fiduciary responsibility of each director, following Bylaws. A sample Robert's Rules Simplified, etc. for a small self-managed nonprofit organized meeting. . .

POA Open Board Meeting

BOARD MEMBERS Present: Josh Haug (Chair, S-#5), Virginia Partain (Secretary, S-#6), Monica Burrage (Parliamentarian S-#2), and Veronica Hoffpauir (Asst. Adm, S-#7)
Board Members Absent: Helen Trahan (Vice Chair, S-#4), Misty Baker (S-#1), Darla Engh (S-#3),
Quorum present - 4 - Call to order at 8:12 pm

OFFICERS REPORTS

Chairman's Report: Josh - - Minutes from the May 13-24 concerns? **Monica moved to approve the May 13-24 Minutes. Veronica 2nd, motion passed 4-0-0.**

Vice Chair: -Helen absent.

Secretary's Report: Virginia: Property Owner Account status:

Review requested for a property sale large arrears collected in '23, but carried over to '24.

Arrears account is \$11,467. Paid to date \$5032. Possibly the new mailing address requirement could be an issue in property owner receipts of bills. Josh will assist in the identify of Mailing Addresses. Only two property owners paid past due fees in May, leaving 34 in the current year past due account. PayHOA Broadcast review as to who is receiving the invoices.

Financial /Report: Bank Statement: tip, the minutes from the prior meeting would support the check payments shown. Very little activity.

DIRECTORS/COMMITTEE REPORTS

1. **Nature Trail:** Nothing new to report, Request form in review
2. **Resale Certificates:** one (1) resale certificate fee received with a \$50 expediting fee and a past due fee \$36. Another pending receipt of payment, one closing later in month.
3. **ACC (Architectural Control Committee):** Nothing reported.

Business Session

Unfinished Business Items and General Business

1. **Invoices to pay:** requiring motions. None

2. **Delivery** of HGEPOA **Financial Data for the ‘7-year retention period’** as required by Texas Property Code (TPC) and HGEPOA Bylaws is needed from prior Treasurer to support an audit request if needed in seeking a new Treasurer.

New Business from Board :

1. Complaints in regard to golf carts, 4-wheel vehicles, racing, no lights, too many passengers. Who enforces the rules. Draft letter to property owners regarding Health and Safety of all. West Nile warnings to be included with prevention.

2. Monica moved for the Secretary (Virginia) to serve as acting Treasure until the position is filled. Veronica 2nd, motion passed 4-0-0. Currently there is no vacant seat.

Actions: Look into D&O Insurance.

Josh moves that the meeting adjourn, motion carried 4-0-0. Meeting adjourned at 9:11 P.M.

Virginia Partain, _____ Approved 6-22-2024