

High Gabriel Estates Property Owners Assn. Inc.  
Regularly Scheduled Monthly Meeting Minutes  
First Baptist Church, Worship Center, 10000 RM 2243, Leander, TX  
July 8, 2024

Membership in attendance: Don Mohler and Jake Hewitt, both from West 2

**BOD Members Present:** Helen Trahan (Vice Chair, S-#4), Virginia Partain (Secretary, S-#6), Misty Baker (Contacts/Newsletter S-#1), Monica Burrage (Parliamentarian S-#2), Darla Engh (Resale Certificates S-#3)

**Board Members Absent:** Josh Haug (Chairman, S-#5) and Veronica Hoffpauir (Admin Asst S-#7)

### **POA Open Meeting**

Quorum established - 5 present

**Call to order:** Vice Chair: Helen called meeting to order 7:43 pm

**Minutes Approval:** 6-10-24 Approved June 22, 2024 via email.

### **POA Officers' Reports**

**Chairman's Report:** Josh (Absent) Previously reported updating about 20 property owners' missing Mail Addresses and/or email addresses.

**Secretary's Report:** Virginia handed out copies of the agenda.

a. Delinquent Payments: Over \$11K overdue 90 days. . . Apparently, the system generated emails for the 30 days past due notices, for only those with emails.

b. Admin./Software Updates –Josh's 'Mail Address' updates will facilitate a past due mailing. A "pdf" file was suggested requesting property owner contact information to be included with a mail address vs email. A personal contact by Misty to check with neighbors for contact information will not be needed.

**Financial Report:** Bank Signatures –The Chairman and Secretary have signed the bank account card. Misty will be done at a later time.

Virginia, as acting Treasurer, distributed a Bank Statement detailing the prior month banking expenses and deposits, with detail for each. One deposit, 4 checks and an ACH were detailed. An assets report of the community property values from 2016 to last year's values was given, suggesting the delinquent fees to be added to the value, for assets value of \$11,467.00. Information frequently requested for bids with insurance companies.

### **Director's / Committee Reports**

1. Nature Trail: Josh responded to a planned Dec. Scholastic Organization Request with the updated Forms and link to the website. The e-mail account **hgepoa.events@gmail.com** will be updated for correspondence between requestor and HGEPOA board and coordinators. The request forms for Scholastic Organizations visit requests are posted to the HGEPOA website home page with links to forms.

2. Resale Certificates: One request for July pending sale in East 1.
3. ACC (Architectural Control Committee): Secretary has been working with a past spreadsheet sorted by date. Specific purpose of the Improvement Request sort would satisfy questions of favoritism if any by the Board.

**Business Session**

**Unfinished and General Business Items:**

Receipt of the prior 7 years financial records required by the Texas Property Code (TPC) and HGEPOA Bylaws had not been received. as requested of prior Treasurer due to resignation.

Invoices to approve: None

**New Business:**

**Directors' & Officers' (D&O) Liability Insurance** – Material from HOA Leader dated June 2008 with no new updates, on this subject was passed out to members, along with reasons to carry this insurance, and the current quote of coverage (four pages total). The First article was “HOA Board Members: Ensure that You’re Personally Insured”. A comparison of the POA Liability insurance vs Board member coverage. One member stated: “don’t need we are incorporated? Another stated: Current insurance is inadequate; each board member needs own coverage”. Note: Our current cover is for “one-year extended reporting of past claims occurring during the 3-year coverage period, Oct. 2020- Oct. 2023. recommended by the current provider when we opted not to renew the D&O Liability Insurance, Past reasons for not renewing - incorporated-non-profit-with no employees, Bylaws Article X, paragraph 2 <sup>1</sup> “The private property of the directors and the membership of the Association shall be forever exempt from the Association’s debts and obligations.” also covers the ACC as a community volunteer committee under the HGEPOA Board of Directors.

There being no other business, the Vice Chair mentioned dismissal. Misty made motion to adjourn and Monica seconded. Vote: 5-0-0. Meeting adjourned” at 8:47 pm

Virginia Partain, Secretary \_\_\_\_\_ Date approved 7-30-24

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<sup>1</sup> Referenced only in meeting, for clarification I included entire statement.