

High Gabriel Estates Property Owners Assn. Inc.
BODs Regularly Scheduled Monthly Meeting
Leander First Baptist Church, 10000 RR 2243, Leander, Tx

July 11, 2022

POA Membership Present: Tom Umstatt, wife Ginger and son William; Building Plans, seeking contact with the WSC and ACC. Mary Smith, long time property owner and volunteer who assists the chair in various tasks.

Forum Format:

New Business from POA Board Members: Discussion on the merits of several Self-Managed Software Applications began, Chris having previously sent out Governance responsibilities set forth in HGE Bylaws document for board members review, along with a Governance responsibility from the POA Chair report, detailed Who, What, as well as a list of POA software vendors with some demos available. The Chair reiterated the need for an application to help handle duties and stay in compliance with hierarchical government requirements. Chris then presented a demo of PayHOA. Contains more links/help to complete duties & communication. One member said the app was very good with no negatives, another questioned if there was a limit to number of lots as pricing was unit based. No, as the POA has only 200 lots. Is it Mobile-friendly and reminders are sent and easily understood, such as being aware when an email was opened?

PayHOA, HOA Express, and Wild Apricot are three best via Chris. Chair wanted tech support. Credit card or checking acct for PayHOA. Chris would draw up an RFP, to include list of itemized items from the members. The Chair moved that we start a 30 day free trial with PayHOA. Darla 2nd, motion passed 6-0-0.

BOD Members Present: Virginia Partain (Chair), Darla Engh (Resale Certificates), Chris Field (V Chair), Helen Trahan (Treasurer), Bobbi Marquardt, Whitney Moore

Board Member Absent: Jake Hewitt

POA OPEN MEETING

Call to Order: Meeting was called to order at 9:30 there being a quorum present.

Minutes Approval: June meeting minutes not received by board members, would be approved via e-mail.

Board of Directors Reports

Chair Report: POA in receipt of reminder of renewal of D&O insurance in Oct. Treasurer requested a copy of our insurance documents for a competitor. The POA received a resignation letter from Bobbi Marquardt, Secretary, stating her immediate resignation from the officer position, due to job work load, but would like to stay on as a board member. The Chair recommended resuming the Information Technology role for Bobbi.

Vice Chairman Report: Clawson Disposal contact is still unresponsive, should he seek another source.

Secretarial Report: Comments were made by the chair and Darla in reference to the need for HGEPOA to file new Management Certificates via the new TREC (Texas Real Estate Commission) website and forms with additional items. Meaning, the old forms would also have to be refiled with the county and the POA website also updated.

Treasurer's Report: With PNC access (new bank) previously mailed bank statements, will now be online.

Gave the bank balance, and also had reviewed the issue of the prior year Resale Certificate Account balance, would provide an updated report to Chair. These are discretionary funds that can be used for special events, etc., for the High Gabriel Property Owners. Currently one bank account is used for both funds, the bottom line is correct, just a difference in the detail accounting of each account.

Resale Certificates-Visitor Requests: Three (3) Resale Certificates were processed. Resale Transfer Fees were discussed briefly after a duplicate was to be returned. .

BUSINESS SESSION:

Unfinished Business: Due to Bobbi's resignation as Secretary, the Secretary position was open. Helen nominated Virginia Partain as Secretary, Chris 2nd, motion carried 6-0-0.

Adjourn: There being no further business, the meeting was declared adjourned at 10:00 P.M.

Transcribed by the Secretary, Virginia Partain from the Scribe Darla Engh's note. 7-25-22.

