

High Gabriel Estates Property Owners Assn. Inc.
BODs Regularly Scheduled Monthly Meeting
Leander First Baptist Church
10000 RM 2243, Leander, TX
September 12, 2022

Forum Format:

POA Membership Present: Mary Marquardt and Richard Patnaude

BOD Members Present: Virginia Partain (Chairperson #6) Chris Field (Vice Chair #1) Helen Trahan (Treasurer (#4), Darla Engh (#3) Whitney Moore (#5) Bobbi Marquardt (#2) and Chas Webb (#7)

Call to Order: A quorum present, the Chairperson called meeting to order following a lengthy WSC Meeting at 8:10 P.M.

POA OPEN MEETING

Minutes Approval: Chairperson-Virginia asked if there were any issues or corrections to the August 8th meeting minutes previously published for review. Their being no concerns or corrections the Chair stated the minutes were approved as published.

Board of Directors Reports:

Chairperson Report: An email motion to amended the Management Certificates to include the \$50 fee for expedited Resale Certificate Request. All document changes must be notarized and filed with the Williamson County Public Records.

Darla made motion to update the Fee Schedule to include the new \$50 charge for expedited request under the Resale Certificate charges. The required filing of the updated Management Certificate per SB 1588 was quite a challenge. Requiring a PDF file format with size limits not published and county records didn't produce a copy on the website without 'unofficial document' across it.

Vice Chairman Report: Chris presented POA software parameters, so questions were sent to 3 companies, PayHOA was most responsive with a free 30 trial. Suggested a committee to handle the testing. Maintenance fee use for the Software Application was in question. Est. fees would be about \$2000/yr. Flush out problems and report back to Board with feedback. Chris moved establish committee, working with our system, and reporting back. Whitney 2nd. Motion carried 7-0-0. Chas reported in 2002 clarification on "Operational Fund" never passed/authorized. Ginny suggested that we handle this via email. Chris indicated transparency with membership by sending a descriptive email with a link to the PayHOA software.

Committee: Bobbi, Chris's wife (Nicole), Helen, Chas, plus Chris and Chair.

Secretarial Report: The Treasurer was given packet of property owners checks for deposit. National Night Out being Oct 4th, was there interested in doing a neighborhood event.

D&O insurance is due Oct. 6, 2022, but no invoice received as of this date. 20 delinquent bills were mailed again in August.

Treasurer's Report: August Bank Statement balances beginning and ending were given Reimbursements for Chair's receipts for \$217.68 for the Management certificate filings and travel was made by Helen, 2nd by Chris, motion carried 7-0-0. Treasurer said she'd check with her company's insurance agent for competitive fees on insurance. Chair remarked that current D&O policy was a 3-year contract.

Resale Certificates-Visitor Requests: No Resale Certificate Request/nor Visitor request.

BUSINESS SESSION:

Unfinished Business:

New Business from Board Members: Chas standardized deed restrictions documents into one which was emailed to board members. This still needs review, inclusion of several more items and proofing SB1588 material should be added as well as the older 'chicken' rule.

Adjourn: Meeting adjourned at 9:20

Virginia Partain, Secretary

Approved 10/10/22