

High Gabriel Estates Property Owners Assn. Inc.
BODs Regularly Scheduled Monthly Meeting
Leander First Baptist Church
10000 RM 2243, Leander, TX
October 10, 2022

Forum Format:

POA Membership Present: Mary Smith and Luther Lucko

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

BOD Members Absent: Whitney Moore (#5)

POA Open Meeting

Call to Order: A quorum present, the Chairperson called meeting to order at 7:50 P.M.

Minutes Approval: Chairperson-Virginia asked if there were any issues or corrections to the Sept. 9th, 2022 meeting minutes previously published for review. There being no concerns or corrections the Chair stated the minutes were approved as published.

Online Actions: Chair made motion to pay the D&O Insurance for the coming year coverage for the POA and ACC of \$750 due Oct. 5th. Motion carried on Sept. 23rd, 7-0-0

Board of Directors Reports:

Chairperson Report: PayHOA committee met 3 times during the month, having scheduled Thursday evenings, from 7-9 P.M. Sept. 22nd, 29th and Oct. 6th. Videos of PayHOA were viewed on Oct. 5th by Virginia, Bobbi, Chas and Darla, Also Mary Smith as observer. PayHOA reported that trial period would end on Oct. 16th. Notice of possible PayHOA demos following the adjournment of the meeting were posted on the agenda mailed to the membership.

Vice Chairman Report: Chris reported an extension on the trial period, but time amount.

A. Configuration of reports:

Absorb fees for online payments from property owners,
define banking opts for reporting expenses, income,
wanting more features; like calendar and website.

B. finalize import data to PayHOA, Chris, Bobbi, Virginia

C. draft letter to membership: special meeting would require 6 days' notice.

Chair made motion to move forward with the PayHOA software application for self-management organizations for the High Gabriel Estates Property Owners Assn. Inc. 2nd by Chris, motion carried 6-0-0.

PayHOA Committee Bobbi, Chris's wife (Nicole), Helen, Chas, plus Chris and Virginia

Meeting on October 6th, committee in complete agreement to go forward with the PayHOA contract, donating funds if necessary to continue the trial app due to expire Oct. 16, or for production.

Secretarial Report: States the need to upload a trial csv file of POA membership data to PayHOA, thus discovery if we need to adjust data, add more, etc. to meet goal of paying 2023 membership assessments bills via PayHOA.

Treasurer's Report: Helen gave financial report of deposits and expenses paid. Noting bank will be charging a new monthly maintenance fee of \$22.00. The PayHOA transactions were noted on the PNC statement, basically an in and out to determine access link.

Resale Certificates-Visitor Requests: One resale certificate request.

BUSINESS SESSION:

Unfinished Business:

New Business from Board Members: Chair made motion to absorb the online payments expenses. 2nd by Chris, motion vote 3-2-1 (?). Thinking vote did not pass, the Chair made motion to amend the limit absorbing on the ACH online payments 2nd by Chris, motion carried 6-0-0.

Chris took action to draft letter and send to board for feedback. Chas to send explanations on bylaws.

Adjourn: Chair made motion to adjourn, 2nd by Bobbi, Meeting adjourned at 9:25 P.M.

Virginia Partain, Secretary

Approved : 11-14-20 22