

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

Forum Format:

POA Membership Present: Liz Engelke (ACC)

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

BOD Members Absent: Helen Trahan (Treasurer (#4)

Call to Order: A quorum present, the Chairperson called meeting to order at 8:10 P.M.

POA OPEN MEETING

Minutes Approval: Chairperson- asked if there were any issues or corrections to the Nov. 14th meeting minutes previously published for review. There being a meeting date error, minutes were approved with date correction and board member #7 in attendance.

Board of Directors Reports:

Chairperson Report: Virginia reported that the Annual Meeting Date of Feb. 25th has been approved, for the hours of 1:00 PM to 5:00 PM. Meeting times will need to be established between the WSC and the POA, with set up times, a break and then clean up. The Feb. 13th regular Monthly Meeting will still be held, providing extra Annual Meeting preparations and catch up of the 5-week period from Jan. 9th to the Feb. 13th 5 week stretch of no meetings.

The facilities for 2023 will be available at a session rate of \$90.00 per session. Continued donations by WSC on odd month and POA on the even months.

Vice Chairman Report: Chris – see below

Secretarial Report: A Christmas gratuity for the Web master was approved by the WSC for \$150 for 2023. Chas made motion in favor of the POA matching the gratuity for Ted Davis of \$150.00. 2nd by Chris, motion passed 6-0-0. The County Taxes for the POA are in receipt and the amount is \$86.21, motion made by Ginny, 2nd by Bobbi. 6-0-0. Ginny to mail both checks to Ted.

Treasurer's Report: Virginia gave Treasurer Report in Helen's absence. Remarking on the PayHOA charges via ACH.

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

BUSINESS SESSION:

Unfinished Business: Work began on the Nature Trail on Dec. 5th.

Nature Trail issues:

New Business from Board Members: Annual meeting dates and times were discussed based on the facility availability and the TRPOPA, as HGEPOA bylaws state Annual Meeting will be held in Jan or Feb with a 10 day notice to the property owners.

ACC Report: President was present but failed to schedule or report to Secretary of items to discuss. Pointed out some issues and rules, all ACC positions are up for appointment/reappointment in February from volunteers from the HGEPOA membership, at least 3 but not more than 5 are needed.

Meeting then reverted back to the Vice Chairman : Chris for updates on evaluating the software PayHOA. Property records have been cleared but the people side still needs work. The sort doesn't work using the "R" or the owners last name, making auditing a nightmare for Ginny; the emails were updated with 11 still needed, opened a request to PayHOA about the "R" to resolve the invoicing process, and make necessary corrections during final review. Discussions as to loading past due amounts as per year items or a lump sum. Suggestion that in a future year the POA start charging a late fee for delinquent accounts.

Adjourn: Meeting adjourned at 10:09

Virginia Partain, Secretary

Approved date: Jan. 9, 2023