

DEER MEADOWS PROPERTY OWNERS ASSOCIATION
QUARTERLY BOARD MEETING
December 14, 2024
MINUTES

Location: Community Clubhouse, 389 Buck Run Pass

10:00 AM General Assembly

11:00 AM Executive Session – Board Members Only

REGULAR SESSION 10AM-11AM

- I. Welcome Residents / Establish Quorum / Call to Order (10:00 AM)
 - A. Attendees: Jeff Mullins, Bill Baker, Alisha Stanley (via zoom), Mindee Popham (via proxy), Hilda Stevens, Susan & Jim Ackers, Chris and Kimberley Valdez, Marc Moore, Pat Harris, Diane and Moses Menchaca, Joe Eartly, Russell Hughey, Ray Edmiston, Jerri Errdine (via zoom)

- II. Board Members Roll Call
 - A. President: Jeff Mullins
 - B. VP: Bill Baker
 - C. Treasurer: Alisha Stanley (via zoom)
 - D. Secretary: Mindee Popham (via proxy)
 - E. Director: Hilda Stevens

- III. Summary of Executive Session from Previous Meeting (10:05 AM)
 - 1. Board meeting was held to discuss internal processes. Alisha Stanley, Bill Baker, Jeff Mullins, and Hilda Stevens were all present. Mindee Popham was excused.
 - 2. Board worked on pool quotes.
 - 3. Board renewed Liability insurance, Board Member insurance, and 2-year septic system maintenance contract.
 - 4. Board approved to pay for new cluster of mailboxes since we were down to only a few mail slots for new residents. Cluster is scheduled to be installed in January.
 - 5. Resident has reserved clubhouse for a private party on Friday, December 20.

- IV. President Report
 - 1. Existing and pending projects:
 - a) Pool quotes – Motion was made to have a special meeting to discuss the pool. Second by Tim Ackers. Approved unanimously. Board tentatively set meeting for Saturday, January 11 at 10 AM.

- V. Director Report
 - 1. Updating website as needed

- VI. Secretary Report

- A. Approve previous meeting minutes - Motion made by Jeff and second Bill.
Minutes unanimously approved as read.
 - B. Resale certificate report – three resales during the last 3 months
- VII. Treasurer Report / Financial Review
 - A. Quarterly Report
 - a. Beginning \$53,550.10
 - b. Ending \$60,183.65
 - c. Actual \$27,800.00
 - B. Dues Update
 - a. \$8,755 collected so far September 2024
 - b. \$2,700 property transfer fees
 - c. \$1,200 variance fees
 - C. Approve new 2025 Budget – Motion was made by Bill Baker to approve the 2025 budget. Seconded by Pat Harris. Unanimously approved by attendees.
- VIII. Vice President Report: Architectural Review Updates and Process
 - A. Architectural Review Committee Updates
 - a. Introduce ARC Chair and Committee Members
 - b. Violations Status
 - c. New Builds
- IX. Neighborhood Watch Program – Captain John Austin
- X. New Business
 - A. Russell Hughes made motion to formulate a nominating committee in March for the purpose of establishing candidates for the following year. Second by Pat Harris. Unanimously approved by attendees.
 - B. Frame at playground – Diane Menchaca mentioned that the frame around the playground needs to be fixed. Bill will look at it and see what modifications need to be made.
 - C. Front entrance – Diane Menchaca mentioned that the front entrance needs to be restrained. Jerri mentioned that Jim still has stain for it.
- XI. Old Business
 - 1. Pool safety issues: Nails, depth markers, deck replacement. On hold until pool is complete.
 - 2. Can resident change mail slots when the new cluster arrives? This is out of the Board's jurisdiction, and anyone interested in that will need to work directly with the post office.
- XII. Property Owners Open Forum

Except in emergencies, action may not be taken upon a matter raised under this item on the agenda until the matter has been specifically included on the agenda as an item upon which action may be taken. The open forum shall not exceed fifteen (15) minutes.
- XIII. Adjourn

BREAK 11:00 AM-11:15 AM

EXECUTIVE SESSION 11:15 AM - BOARD MEMBERS ONLY

- I. Establish Quorum / Call to Order
- II. Hearing and Executive Correspondence
- III. Compliance Enforcement Actions
 - A. Discuss existing resident violations
 - B. Delinquent/Collection Actions
- IV. Update on document filings. These must be filed in order to pursue legal action on compliance and delinquencies.
 - 1. By-Laws - done
 - 2. Restrictions - done
 - 3. Records production and copying policy -
 - 4. Records retention policy -
 - 5. Alternate payment plan with reasonable guidelines -
- V. Adjourn

Next Meeting Date: Special Meeting on Saturday, January 11 at 10 AM to discuss the pool repairs. Quarterly meeting is scheduled for Saturday, March 8th at 10 AM.

Join Zoom Meeting. Allow time to register before the meeting.

<https://us02web.zoom.us/meeting/register/tZ0uce6pgTwqHtaOKvxUnTJJQXns3gel17pp>

MEETING RULES: Secretary may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. Per the bylaws, Roberts Rules of Order will be followed in motions, votes, discussions and deliberations. If attendees become disruptive, they may be asked to excuse themselves from the meeting.