

Austin's Colony Homeowners Association

Board of Directors Meeting Minutes

Tuesday, April 03, 2018

Location: BHHS Caliber Realty

- I. **Call to Order** – The quarterly meeting of the Austin's Colony HOA Board of Directors was called to order by Rick Greig, Treasurer, presiding for President Charles Grimes and in the absence of Vice President Joseph Mitchell, at 5:59 p.m.
- II. **Attendance** – Karen Compton, Donald Burnett, Rick Greig. Proxies were sent in by Grimes, Mitchell, and board member Patti Wade, so quorum was achieved by proxy (recorded by BHHS personnel). Suzan Reed and Briley Blackshear attended representing BHHS Caliber Realty.
- III. **Previous Minutes**
 - A. Minutes of the previous Board meeting from January 9, 2018 were reviewed.
 - B. Donald moved to approve the minutes of January 9, 2018 as written. Karen seconded the motion, which was approved unanimously.
- IV. **Treasurer's Report / Delinquency Report**
 - A. The financial report submitted by BHHS was reviewed
 1. HOA dues collection has been on the uptick as appropriate for this time of year, with over \$40,000 collected thus far.
 2. Rick asked to be forwarded invoices for Kay Perrone & Associates (accounting fees), and the February invoice for GT Grounds (lawn maintenance) to review as expenses were slightly higher than normal.
 3. Asked BHHS to investigate two bank service charges that were tacked on at the end of March (seen online, but not yet available to them as the bank statement has not yet been received)
 - B. Delinquency Report
 1. 166 homes have not paid dues (includes holdovers from 2017) – 26.73%
 2. Represents over \$30,000 in unrealized income
- V. **Action on Non-compliant Residence**
 - A. Owners at 2401 Pleasant Rose have been cited numerous times – including every drive-through since BHHS became the Austin's Colony HOA management company for non-compliance with the Covenants & Restrictions (C&Rs)
 - B. BHHS personnel driving through the neighborhood most recently noticed items spilling out from the garage to the street
 - C. BHHS personnel confirmed that they sent a 209 notice (non-compliance) in January, and have sent other correspondence on at least 4 other occasions. In at least one piece of that correspondence, the owners were notified that they would be responsible for any legal fees incurred should corrective legal action be sought against them for non-compliance.
 - D. BHHS will research a more complete history of notices/complaints since they became the HOA management company to provide the lawyers should the Board elect to take action.
 - E. It is generally understood that the lawyers would send notice to the owners, threatening legal action if compliance with deed restrictions was not achieved within a timeline set by the Board. After that deadline, fines would begin to be added for each day of non-compliance.

- F. Board members present were encouraged to drive by the residence themselves to further corroborate the violation.
- G. Karen moved to begin legal action against the owners of 2401 Pleasant Rose. Donald seconded the motion, which passed unanimously.
- VI. **Update on Closing the Opening on Pleasant Rose** – President Charles Grimes sent in the report that he had not yet made contact with the parties involved to discuss terms of the agreement, then to get it notarized. Action is forthcoming.
- VII. **BHHS Caliber Update**
 - A. Violation inspections are going well
 - B. Fence at 3702 Williams Trace was cited once for needing repairs. Owner has since made nominal repairs, but fence obviously needs to be replaced. She wants a letter from the Board acknowledging that she made the required repairs. Patti has driven by and reported to BHHS that she agreed that the necessary repairs were not made. Karen will drive by this week and report her findings to BHHS. Consensus was not to take action until that report was received.
 - C. BHHS was asked to check on residence on Kuykendall that seems to always have a car parked on the street. Not sure if it is operational, or if it stays there overnight.
 - D. Working on collecting this year's HOA dues, as well as delinquent fees
- VIII. **General Items for Future Discussion**
 - A. Consideration of HOA fee increase due to increased number of residents, rising cost of maintenance, etc.
 - B. Development of fine structure proposal, educational efforts
 - 1. BHHS fees will go up as they service fine assessment and collection
 - 2. Postage fees will go up – state law requires priority mail at \$7/piece (certified mail for notice of liens, etc.)
 - C. Insurance cost needs to be monitored for possible increase due to the effects of Hurricane Harvey
 - D. Consideration of possible increase of lawn maintenance contract as new pieces are added to the general areas of the neighborhood (AMENDMENT SINCE THIS MEETING: Board member Patti Wade reminded everyone the increase was approved at the Dec. 5, 2017 meeting-rg)
- IX. Seeing no further business, the meeting was adjourned at 6:38 p.m.

Respectfully submitted,

Rick E. Greig, Treasurer
Austin's Colony Homeowners Association