

Meeting Minutes
Austin's Colony Homeowners' Association Board
October 6, 2020

Attendees: Anne McBroom Balke, Karen Compton, Chris Davis, Patti Wade (proxy for Stephen Yohner), Bruce Worley, and representing Berkshire Hathaway Management Company – Briley Blackshear, Karrie Cooper and Susan Reed

The meeting was called to order at 6:06 pm and a quorum was established. Everyone was welcomed.

There were no guests present.

The minutes from the July 7, 2020 Board meeting were ratified unanimously. The motion to accept was put forward by Karen Compton and seconded by Patti Wade. There was no discussion or objections.

Treasurer

Karen Compton presented the Treasurer's report. She presented the 2020 budget and stated we are on budget to date. We did have some income from a lien payoff. 26 residents are delinquent in paying dues, worth approximately \$7600.

Management Company

The management company reported no new items for discussion. Violations are being reported and issued every 15 days by Karrie Cooper conducting drive thrus. Preparations and deadline for 2021 dues statements will be prepared in the near future.

Old Business

Old violations were discussed at length. It is up to the board to determine if attorney letters are needed for violations. A discussion was conducted on city violations vs. HOA violations. All violations should be enforced equally; there is no prioritization of issues. City violations will be reported to the city. Legal advice has been sought on unresolved issues.

Update on CC&R project. Anne McBroom Balke has taken over this project. We are stagnant on how many votes the HOA assigns per household and how the developer will turn everything over to the HOA (easements, alleyways, etc.) There is nothing written legally on the turnover. Patti is working on this with Anne. The HOA will move forward on the CCR's, albeit being open to amendments. There was a discrepancy on advice as to what percentages by phase or by total community are needed for approval of CCR's. It has been determined that it is a certain percentage by phase (30%). There is an online voting system that is being reviewed for use when the bylaws are up for vote. The vote is targeted for next year's annual meeting, with communication being thoroughly presented to the community beforehand. Bylaws are included in this project. The timeline will be revisited.

Lawn and maintenance were discussed. The HOA is not ready to accept new bids until Spring, 2020. Patti and Stephen will arrange a meeting with the city of Bryan regarding commercial mowing that is

being done by our lawn company, at our expense. It was discussed that we will stop mowing places for which we are not accountable in 2021. New mowing areas will officially be set with the 2021 contract.

New Business

Jeff Skelton was nominated by Patti Wade to remain on the board. It was seconded by Anne McBroom Balke. It was unanimously approved.

An annual dues increase was discussed. Karen Compton presented a proposed budget for the Board to review. She gave different scenarios depending on the increase as to the reserves. She stated we cannot sustain at \$140. Karen, as treasurer, recommended \$170 per year. We are frozen at \$140 until the CC&R's are revised. At the annual meeting, a motion was made to increase the dues to \$165-\$180. The minutes need to be reviewed and clarified as to if that gives the Board to authority to raise the dues. Chris Davis will listen to the meeting recording and notify the board. Legal advice will also be sought. A motion was made by Patti Wade to present the information to the lawyer; Anne McBroom Balke seconded. The motion passed unanimously.

A max/minimum requirement for reserves was discussed but no specific amount was determined. We do draw on our reserves annually, due to increasing costs and expenses. The treasurer has the authority to draw on the reserves to pay bills.

The Christmas budget was set at \$100 to replenish faded bows and ornaments. The motion for this amount was made by Chris Davis and seconded by Anne McBroom Balke and unanimously approved.

A motion was made by Anne McBroom Balke for legal action (demand letter) regarding a recurring violation and Patti Wade seconded. Anne McBroom Balke will check with attorneys regarding cost and process. The motion passed unanimously.

Board members were reminded by Patti Wade of the necessity for confidentiality and integrity.

Job roles were discussed and agreed as follows:

Website will continue to be Gary Thomas, who works on a volunteer basis.

Nextdoor communicating and posting on behalf of the HOA will be handled by Anne McBroom Balke and Stephen Yohner.

Flags will be handled by Bruce Worley.

Patti Wade will remain city liaison.

Anne McBroom Balke will become the developer liaison and will ask Stephen Yohner to partner on this.

Jeff Skelton will be the 'drive thru' person to pick up signs (garage sale, advertisement, construction signs, etc.).

The violations submitted to the website will be responded to by Patti Wade, or in a case where another Board member responds, all Board members must be copied.

By a motion from Patti Wade and seconded by Anne McBroom Balke, the meeting adjourned at 7:38pm. The next quarterly meeting will be January, 2021 (specific date tbd)

Respectfully submitted, Chris Davis, Secretary 10/08/20

