

Oak Bluff Estates, Phase 2 Subdivision, Homeowners Association, Inc.
Meeting of the Board of Directors

Date: July 22, 2015
Time: 6:00pm
Place: 78 Twin Ridge Parkway
Round Rock, TX 78664

Minutes

1. **Call Meeting to Order and Establish Quorum** - Presence of quorum was established and the meeting was called to order at 6:08 pm. Board members present were Justin Tanner, Jana Dahl, Donna Allen, Lamar Urbanovsky, Deke Kittrell and Charles Castro. Representing RealManage was Senior Community Association Manager Katherine Taylor.
2. **Guest Speaker** - There were no guest speakers present but Allen had received a letter from the intended guest speaker concerning a proposal to purchase the CR123 parcel. The Board discussed the proposal and did not come to a consensus on the offer. They tabled any action until all due diligence is completed.
3. **Homeowner Forum** - There were no homeowners present.
4. **Forum for Board Members** -
 - a) Tanner asked Taylor to put in a request with the City of Round Rock to repair the damaged street signs.
 - b) Tanner requested to receive a phone call from Jenny Key regarding the RealManage contract.
5. **Approval of June 2015 Board Meeting Minutes** - Castro made a motion to approve the meeting minutes from the June 18, 2015 Board meeting as presented, Urbanovsky seconded the motion. The motion passed unanimously.
6. **Review of Association Financial Reports** - Taylor reviewed the June financial report for the Association. There is an unfavorable variance of 5% in income year to date due to the fact that more owners took advantage of the early pay discount than was anticipated. Year to date there is a favorable variance in operating expense of \$9,470 primarily due to landscaping upgrades that have not been completed yet but that are in the works.
7. **New Business** -
 - a) Legislative update - Taylor reviewed recent Texas legislative action that impacts Associations.
 - b) Holiday Decorations - Taylor asked the Board about the contractor for Christmas lights and the Board wants to go with a different contractor this year.
8. **Old Business**
 - a) **CR 123 Land** - Discussed under Guest Speaker business
 - b) **Newsletter Advertising** - There was a discussion about the pricing for digital advertising vs print advertising. Tanner is going to reach out to Forest Creek to get information about how they manage their newsletter advertising sales.
 - c) **Fining Policy** - Tabled until new bylaws are adopted
 - d) **Lighting Repairs** - Taylor asked the Board about the status of lighting repairs. The Board requested Taylor to contact Oncor and request service on the lights in the community that are in disrepair.

- e) **Tennis Court in disrepair** - Taylor asked the Board if there was any action needed from RealManage on this issue and the Board said they would follow up with the City.
 - f) **Electricity Voltage in Median** - Taylor asked if there was any action needed on this issue and the Board said this was already taken care of.
 - g) **Door for Marquee Sign** - Taylor confirmed with the Board that the Door for the marquee sign had been repaired.
9. **Committee Reports:**
- a) **Architectural** -no report
 - b) **Common Area Maintenance** -Tanner reported that the landscaping company has not provided him with the install schedule for the landscaping upgrades but they should be done soon.
 - c) **Social** - Kittrell reported the social committee met and they are planning the Fall event.
 - d) **Task Force Reports** - Allen reported the bylaws are being worked on.
10. **Adjournment to Executive Session** - The Board adjourned to Executive Session at 7:51pm.
11. **Summary of Executive Session** - The Board discussed delinquent accounts and deed restriction violations and gave Taylor instructions on how to proceed. The Board adjourned the Executive Meeting and returned to the regular Board Meeting at 8:35pm.
12. **Adjournment** -- The Board scheduled the next meeting for August 19 at 6 pm to be held at 25 Meandering Way There being no further discussion the meeting was adjourned at 8:36pm.