

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

Date: August 19, 2015
Time: 6:00pm
Place: 25 Meandering Way
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 6:04 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. **Homeowner Forum** - There were no homeowners present.
3. The Board went into Executive Session at 6:06 pm and ended the Executive Session at 6:52 pm. The Board discussed various violations and architectural requests.
4. **Forum for Board Members** -
 - a) There was a discussion about a Fall garage sale and Tanner said he would find out information about the Forest Creek Fall garage sale.
5. **Approval of July 2015 Board Meeting Minutes** - There was a motion and a second to approve the meeting minutes from the July 2015 Board meeting as presented. The motion passed unanimously.
6. **Review of Association Financial Reports** - Taylor reviewed the July financial report for the Association. Year to date there is a favorable variance in operating expense of \$13,143 primarily due to landscaping upgrades that are in process but have not been expensed yet.
7. **New Business** -
 - a) Electronic Voting - There was a motion and a second to approve an annual contract for an electronic voting service with VoteHoaNow in the amount of \$349. The motion passed unanimously.
 - b) Street Sign Replacement -Taylor gave an update on work order placed with the City of Round Rock for the street sign replacement.
 - c) Water bill for July - The July water bill was higher than normal because of an irrigation leak, but the leak has been repaired. Taylor reported she researched with the City of Round Rock to see if they would issue a credit for the water bill because of the leak, but the City would only issue a credit if the next water bill reflected lower consumption. This will not be the case because the watering schedule has been increased due to new plant installations.
 - d) National Night Out (NNO) The National Night out event is planned for the first week in October.
 - e) Annual Meeting - The annual meeting is scheduled for November 12th and Allen is reserving the meeting location.

8. Old Business

- a) **Newsletter Advertising** - tabled
- b) **Lighting Repairs** - Taylor explained to the Board that Oncor will only come out for specific issues reported on specific lights. She asked if the Board wanted RealManage to complete a light inspection at night and the Board declined. Taylor explained how to request light repairs on the Oncor website.
- c) Flood prevention measures - General discussion that is something the City of Round Rock is working on.

9. Committee Reports:

- a) **Architectural** -no report
- b) **Common Area Maintenance** -Tanner reported that the medians are done, some of the plants are dying but they are under warranty.
- c) **Social** - Kittrell reported the social committee met and they are planning the Fall event.
- d) **Task Force Reports** - Allen reported the bylaws are ready to be sent to the attorney for review.

10. Adjournment to Executive Session - The Board adjourned to Executive Session at 8:10 pm.

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 8:28pm.

12. Adjournment -- The Board scheduled the next meeting for September 23rd at 6 pm to be held at 8 Forest Mesa. There being no further discussion the meeting was adjourned at 8:29pm.