

**Oak Bluff Estates Phase 2 Homeowners Association Board of Directors Meeting Minutes**  
February 12, 2013

**Call to order**

President called to order at 7:55 PM Present: Jim Michaud, John Reynolds, Shannon Black, Dale Ricklefs. Quorum met.

**Previous Minutes**

The minutes from the 1/8/13 board meeting were read and approved unanimously

**Committee Reports**

Architectural Committee reported three applications for improvements, a playhouse at 7 Meadow Run, a swimming pool at 24 Stillmeadow, and a fence at 9 Oakview. All have been approved.

Communication Committee reported a plan for an improved communication strategy, which includes:

- The creation of a master list of owner members with email addresses
- An improved official HOA website for Oak Bluff Estates
- Resurrection of the HOA newsletter
- Resurrection of the HOA neighborhood directory
- Maintenance and growth of the Oak Bluff Estates Facebook page
- Consideration of the continued use of the Constant Contact tool for email blasts

Social Committee presented budgetary projections for the next two neighborhood events. Motions were made to allocate \$50 for the Easter Egg Hunt on 3/24 and \$300 for the Wine Tasting on 4/20. Motions were seconded and approved unanimously. Proposal made to have the annual neighborhood garage sale cover two days, May 3<sup>rd</sup> and 4<sup>th</sup> from 7-noon. Motion was seconded and approved unanimously.

Finance Committee did not receive a report. Since the books currently close on the 10<sup>th</sup> of each month, discussed moving the board meetings later in the month to allow time for report creation and review. But considering the current status with the management company, it was agreed that Board Meeting scheduling will be made unencumbered by the management company's availability.

Community Affairs Committee provided Jim Michaud with the contact information for the new City of Round Rock Neighborhood Liaison and contact has been made. The board plans to invite him to an upcoming meeting and provide a tour and history of Oak Bluff Estates.

Landscaping Committee did not present a report

**New Business**

Discussion of roles and responsibilities of the board members plus board goals for the year

There was discussion regarding several property management performance issues and the current property management contract. It was decided to provide notice of cancellation to CenTex Property Management, Inc., evaluate competitive bids, and invite CenTex to bid on the business.

**RESOLVED, that the Property Management Agreement with Cen-Tex will be terminated per the agreement and the property management of the community will be put out for bid. CenTex and a number of other companies (number TBD) will be invited to bid.**

During additional related discussion, the attending Directors determined that, for the benefit and protection of the Association and its Membership, the HOA Treasurer will approve, with signature, all disbursements of Association's funds.

**RESOLVED, that the Treasurer will approve, with co-signature, all disbursements made by the current property management company (CenTex) and that the Board of Directors will**

**assign an alternate Director to fulfill this duty if the Treasurer is unavailable or otherwise unavailable to perform this duty, on an as-needed basis.**

The next meeting will be scheduled for March 5, 2013, 7:00 PM, at Janis Delman's house.

**Move to adjourn** by Dale, seconded by John. Motion approved unanimously. Adjourned at 9:35 PM

A handwritten signature in blue ink that reads "John Reynolds". The signature is written in a cursive, flowing style with a large initial "J" and "R".

John Reynolds, Secretary  
Oak Bluff Estates Phase II Home Owners' Association  
HOA Board of Directors