

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

Date: March 25, 2015
Time: 6:00pm

Place: 22 Stillmeadow
Round Rock, TX 78664

Minutes:

1. **Call Meeting to Order** – Presence of quorum was noted and the meeting was called to order at 6:05pm.
2. **Roll Call** – Board members present were Justin Tanner, Jana Dahl, Donna Allen, Lamar Urbanovsky, Deke Kittrell and Chares Castro. Homeowners present were Beverly Nord and Louann Woodall. Representing RealManage was Community Association Manager Candace Sparks and Vice President of RealManage Jenny Key.
3. **Guest Speaker** – Jenny Key, Vice President of RealManage, attended the meeting to discuss the 2015 statements. Jenny explained that RealManage understands the confusion caused by the \$25.00 late statements sent out to homeowner whom had paid their assessments by January 31, 2015, to take advantage of the early payment discount. Jenny also stated that we have reached out to the homeowners effected and sent those homeowners new statements reflecting a zero balance on their accounts.
4. **Members Speaking Forum** – Beverly Nord discussed the cleaning up the common area along CR123 and creating a path. The Board is looking at several different ways to utilize this area with the community's best interest in mind. Louann Woodall, Yard of the Month Committee Chair, discussed various yard of the month ideas. The Board asked Mrs. Woodall to submit her ideas in writing so that it may officially review them at a meeting.
5. **Approval of previous Board Meeting Minutes** – The meeting minutes from the February 2014 meeting were unanimously approved.
6. **Review of Association Financials** – Community Association Manager, Candace Sparks, reviewed the February 2014 financials. Candace Sparks noted that there was a large increase in early assessments paid due to the early payment discount offer.
7. **Management Report** – Candace Sparks reported that RealManage had been working to ensure that the homeowners that received a \$25.00 statement were contacted and provided a new statement, Greater Texas Landscape had received the Board's approval for the spring flowers and was putting that on the schedule and the Common Area Maintenance and Social

Committees had received the approved committee charters.

8. **New Business** – The Board of Directors discussed various ideas regarding a newsletter for the community and utilizing advertising to pay for the cost of the newsletter.
9. **Old Business** -
 1. **Land Lease** – Justin has made additional revisions to the land lease and will send the updated lease to Jana.
10. **Committee Reports** -
 1. **Architectural** – The Board discussed City ordinances that the ACC committee will need to consider when reviewing architectural applications submitted by homeowners.
 2. **Common Area Maintenance Committee** – The Board reviewed the minutes submitted by the Common Area Maintenance Committee. The Committee requested that a group of homeowners plant the spring flowers near the front entrance. The Board unanimously determined it would move forward with the previously approved proposal provided by Greater Texas Landscape to install the spring flowers and revisit the homeowners planting the entrance flowers in the fall.
 3. **Social Committee** – The Social Committee determined it would not be holding the Easter Egg Hunt this year but will continue to focus on summer and fall gatherings.
 1. **HAZMAT Neighborhood Clean Up** – Justin reported that he had the dates as to when Round Rock will be conducting its bulk trash pick up and will distribute those dates via the community website.
 4. **Task Force Reports** -
 1. **Bylaws** – Donna reviewed several changes to the Board in regards to the Bylaws. All proposed changes will be presented to membership for review and approval.
11. **Adjourn to Executive Session** -
 1. **Delinquencies** – No action was taken.
 2. **Deed Restriction Violations** – No action was taken.
 3. **Referrals to the Attorney** – No action was taken.

Adjourn – The meeting was adjourned at 8:29pm.