**The Homestead at Carrollton Homeowners Association, Inc.**

**April 16, 2018**

**3917 Windmill Trail, Carrollton, TX 75007**

**7:00pm**

**Board Meeting Minutes**

President Sarah Nejdl called the meeting to order at 7:02pm and confirmed quorum was established.

**Board Members Present:** Sarah Nejdl, Roy Atwood, Jill Sparks, Jose Mora

**Board Members Absent**: Paulette Chukkala (has previously resigned).

**Others in Attendance**: Christie Martin, Ty Albright, Ginny Sahyouni and representatives from Holcan Facility Services

**The following motions were made seconded and unanimously approved:**

That Ty Albright act as the HOA Administrator, in accordance with the service agreement with the HOA, and take meeting minutes; this as a substitute for Patty Cash who was unable to attend due to a family funeral.

That the prior 2/19/18 meeting minutes be approved.

That Ginny Sahyouni be appointed as a Board of Director to fulfill the remaining term of Paulette Chukkala who resigned. Ginny at this time participated in the balance of the meeting.

It was reaffirmed that as decided during a meeting following the 3/19/18 annual meeting that the following will serves as officers of the Board of Directors:

Sarah Nejdl = President

Jose Mora = Secretary

Roy Atwood = Treasurer

Jill Sparks and Ginny Sahyouni = Board members at large

That Little Red Hen LLC, the contractor that provides HOA Administrator services continues to be authorized to spend up to $750 for needed items, and be reimbursed, without advance approval from the Board of Directors.

Ty Albright was invited to provide a Board of Director orientation to review some of the historical best practices prior Boards of Directors have implemented at the next Board meeting. Little Red Hen LLC will make copies of key documents for this orientation and be reimbursed for copy costs.

Little Red Hen LLC shall purchase and be reimbursed for the cost and installation of a Knox Box and two fire extinguishers for the club house as required pursuant to the City of Carrollton Fire Rescue violation notice. Such costs are estimated to be less than $550.

The HOA Administrator (Patty Cash) shall continue to have authority to approve ACC requests, without the need for approval from the ACC Committee, for situations where the exterior of a house is being repaired or restored to its original appearance (paint color, replacement fence) or if the use of standardly acceptable fence stain or roof shingle colors is requested.

The HOA Administrator (Patty Cash) shall have authority, in accordance with her judgement without the need for Board approval, to authorize the use of the club house free of charge to any event which is open to the entire Homestead Community. In such situations, a homeowner individual shall be responsible and execute the typical rental agreements.

Patty Cash is authorized to seek a bid for subsequent Board approval, of installing additional security cameras that would be capable of capturing automobile license plate numbers in the club house parking lot.

Patty Cash is authorized to work with Rusty Nejdel to secure a permit from the City of Carrollton for the 4th of July parade and event.

Christie Martin, the Community Manager for First Residential to seek bids for subsequent Board approval for painting the community lamp posts; color to be hunter green.

Christie Martin, the Community Manager for First Residential to seek bids for subsequent Board approval for repair of shingles and painting the gazebo at Primrose park.

Approve engagement of Holcan Facilities Services as the new porter service for maintaining the club house and other common areas.

Approve spending up to $500 to power wash and touch-up paint the club house exterior.

The Board upholds the decision of the ACC committee not to allow a Homeowner to cut down an existing mature street tree because of concerns that the shade from the tree prevents the lawn from growing.

**Committee Reports:**

It was decided that the current Board members would champion and be the liaison for the following committees:

ACC – Jose

Landscaping – Roy

Volunteers / Committees (including efforts to recruit future Board members) – Jill

Communications – Sarah

Annual Home inspections & violations process – Ginny

Roy provided an explanation of multiple bids provided by the landscape company for recommended improvements. Those items which are part of the 2018 budget are being implemented but others which are not part of the budget are not to be implemented at this time.

Roy also explained what he had done with contacting the City of Carrollton environmental services department as to what support, if any, can be provided by the City of Carrollton to address issues with wild Bob Cats in the neighborhood. The city provided guidance about the suggestion to bang pots and pans together to discourage the bob cats. It was suggested that this information be posted on the community web site.

**Management Report**

Christie explained that there has been yet another turnover at First Residential and Jamyra Rusley is no longer working there, but now Shanice Howard is the regional manager.

The meeting was adjourned at 9:21 pm