**THE HOMESTEAD AT CARROLLTON HOMEOWNERS ASSOCIATION, INC.**

**Board Meeting Minutes**

**July 18, 2016**

**I. Call Meeting to Order**

Board President Neil Anson called the meeting to order at 7:05 PM.

Homeowner Board members present were:

Ty Albright - Director

Steve Kerper -Director

Edwin Skelton -Treasurer

Neil Anson -President

Representing the FirstService Residential management team was Barbara McCormick-Thomas and Cathy Quaid.

**II. Review and Approval of Prior Meeting Minutes**

Ty moved for approval of the July 18 Board meeting minutes as presented. Ed seconded. Motion passed unanimously.

**III. Homeowner Forum**

There were no homeowners present.

**VI. Committee Reports**

Rusty stated that his budget was adequate this year and the same amount would be good for next year.

He talked about the Meet & Greet on Thursday night, First Responder Event on Saturday and the Dog Pool party October 15th.

**V. Security Cameras**

Three bids have been submitted. The quotes were much higher than expected.

Ty suggested that we purchase a set of cameras and look for a resident who knows how to install them. He made the motion that a check be prepared so he can make the purchase and then work with volunteers to get them installed. Ed seconded. Motion passed unanimously.

Barbara stated that two board members must sign a request for a cash advance. Form will be prepared and sent to Cathy to get the signatures.

**­VI. Pool Fence and Gates**

Ty stated that the gates are 16 years old and there is no record of there being any updates. He suggested that we spend capital to upgrade the system and get new cards. He suggested this be put in the budget for next year.

Neil suggested that residents could attend the Annual Meeting to get the new cards.

Barbara suggested that the bathrooms be painted and a screen might be added during the winter months so people cannot get in.

Ty suggested a big key chain with a key for the restroom for events at the clubhouse.

**VII. Landscaping**

The changes to the ACC Bulletin were discussed. Roy had suggested to Ty that the trees be 30 gallon minimum. Ty stated that there was a need for more flexibility. He stated that a Bradford Pear tree does not meet the qualifications. He stated that he would rather that a resident plant a tree rather than not. It improves the value of the home. He suggest the alley tree may be put in the backyard, instead just inside the fence. He also stated that bigger trees are less likely to survive. He also stated that the root systems of some of the trees lost is very extensive and it would be hard to plant another tree anywhere near there. He suggested working with Lowes or a tree farm to offer residents a chance to purchase a tree and have it planted. He also stated that he thinks there should be options for other trees that are sustainable.

Neil checked out the Denton County site and stated that they suggest Lie Oak, Chinquapin, Cedar Elm and Bald Cypress.

Ty suggested that trees planted need to be able to be limbed up. He stated that stumps will need to be ground down. He suggested that residents get a another tree started so that when trees like Bradford Pears go down there would be another option already in the yard.

Neil stated that if a tree is lost the tree and stumps should be removed and then use clarified information in the upcoming ACC Bulletin. He stated that if an ACC Approval Request is granted for the removal there will be no fine to wait for fall to plant.

Barbara stated that access to the entire community had been given to the tree trimming company.

Ty stated that he had three issues:

He stated that he would like to change the Bulletin so that a tree can be re-planted half way/or 15 ft. up from the sidewalk if there is no room to plant in the sidewalk to street area.

The type of tree planted

The size of the tree planted – he suggested a minimum of 15 gallons.

He would look for examples of acceptable trees.

Ed suggested that it should be easy for a resident to be able to go and buy and tree and fit it in the car to get it home.

**VIII. Management Contract**

Neil sated that he preferred Bi-weekly and Monthly reporting. He suggested some kind of score card that could be checked off when takes are completed. These score cards could be passed on to new boards after the Annual Meeting.

Barbara stated that when a new board is selected she uses the first meeting to do an orientation

Neil stated the use of an annual calendar with things such as monthly and annual events, vendor contacts and the reserve study.

Barbara had prepared a revised inspection form.

Ty stated that he would work on the form.

Barbara stated that the new laptop for the Resident Services Manager was to be paid for by the Association as stated in the contract.

Ty asked that he would approach Ashlynn Wells to have the Management company pay for or perhaps pay for half in the spirit of customer service. He suggested getting it ordered now and then do a request to Ashlynn.

Neil suggested that we get the Windows 10 version. He also suggested that the set up fees could be waived by the management company.

Barbara suggested that the board be the one ask to Ashlynn.

Neil motioned that we have Windows 10 installed and ask FSResidentail to split the cost. Ty seconded. Motion passed with 3 in favor and one against.

**IX. Budget**

Board asked Barbara to prepare a spreadsheet that they could manipulate

Barbara stated that Budget information needed: retaining walls, new card reader.

Neil asked her to check with CECORE to see what type of increase would be needed for Reserve payments.

Ed would like to see the grounds in better shape and the lamp posts painted. He also stated that the flags on the flagpole are dirty and new ones are needed. Is there still a flagpole committee? Rusty will be asked.

Barbara stated that she has asked GTL for proposals.

The board stated that they would like recommendation from GTL about sustainability and if the median shrubs could be replaced with sod.

Ed stated that the median at his end of Morning Glory looks like a dust bowl while it appeared that the other end has been watered.

Ty stated that the irrigation system is 16 years old and has always been bad. He says it is time to get a new system. This should be include in next year’s budget.

Neil asked if assessments need to be raised. He stated that there has always been a cash surplus. He stated that operating cash has grown and there is excess cash. He suggested spending the money.

Neil made the motion that the replacement bench for Maude Park be purchased. Ty seconded. Motion passed unanimously.

Barbara suggested that there needed to be more Kiddie Mulch and mulch was needed in Maude Park.

Neil suggested that the irrigation be checked out.

Barbara stated that we needed more GL codes. There should be codes for such things as pool and cabana. She stated that Holiday was not the in the budget. Pest Control is also not in the budget. There should be service quarterly. Fire ants broad cast application should be in the budget

**X. Pool Vandalism**

Barbara stared that the insurance deductible for the pool vandalism was $5000 so the deductible was not met.

**XI. Adjournment**

The meeting was adjourned at 8:53PM.