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

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

**January 28, 2019**

**7:00 pm**

**Board Meeting Minutes**

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

Ginny Sahyouni attended by phone

**Others in Attendance**: Shonna Brown of FirstService Residential, Inc., and Patty Cash HOA Administrator.

**Homeowners in Attendance:** Rusty Nejdl-Social Committee

**Actions by the Board of Directors. The following actions were approved/opposed by the Board of Directors:**

Patty Cash called the meeting to order at 7:02 pm. It was acknowledged that quorum had been achieved.

Roy moved and Jill 2nd to approve the minutes from the November 26, 2018 board meeting; approved unanimously.

Jill moved and Roy 2nd that popcorn machine be replaced at a cost of no more than $200. Approved unanimously.

Roy motioned and Jill 2nd to renew contract with Robert’s Pool Service. Approved unanimously.

Roy motioned and Jill 2nd for Robert’s Pool Service to repair-20 ft. of tile at a cost of $541.25, tax, materials, and labor included. Approved unanimously.

Roy motioned and Sarah 2nd for Robert’s Pool Service to install liquid chlorine feeder at a cost of $979.95 plus tax. Approved unanimously.

Approved via email:

1. Back flow testing will be performed by Inspections Unlimited at a cost of $1,079.50. Agreement signed by Sarah

2. Insurance renewal with additional coverage required by LISD to use the cafeteria for annual meeting at a cost of $100. Total policy cost $9,667 per year. Agreement signed by Sarah.

Sarah adjourned the meeting at 8:46pm.

**Details of discussion / New Business**

Committee Reports:

**ACC** –Jose reported Greg Walker has accepted the position on the ACC. David Gatz has been removed from emails and Greg has been responding to requests.

Discussion regarding procedure of violations. Homeowners receive first notice with 30 days to correct. Second notice if violation is not corrected by compliant date. If violation still not corrected after 30 days, fines of $10 per day will start until the violation is resolved. There is no change to this procedure which is in the bylaws.

Patty will invite the ACC to attend the February BOD meeting.

Patty and Shonna will create a postcard to be sent to new homeowners with basic information such as Homestead website, Welcome Packet, and contact information. This will hopefully help those new homeowners not receiving the information from their title company.

**Landscaping** – Roy approved rodent control at Primrose Park and adding additional mulch to Primrose Park playground.

Bermuda sod will be placed on Morning Glory esplanade to prevent dirt from washing onto the street.

Discussion regarding installing a French drain at Primrose Park. Board has decided at this time it is not a necessary expense.

**Volunteers / Committees** Jill has been talking to homeowners about serving on the Board. At this time there are not any homeowners interested in serving on the board.

**Communications** – Sarah reported the newsletter looks great that FSR put together. Board removed the information regarding sidewalks on Cemetery Hill and painting the light posts. These items have not been approved yet.

Shonna will check on cost for printing the newsletter in color.

The newsletter will be sent out quarterly to homeowners.

**Violations** nothing to report

**Social**- Rusty said the Polar Bear Plunge was a success. More people attended and more people jumped in than last year.

Easter Hunt needs volunteers. Laura Anson might chair the event if she can adjust her schedule.

The popcorn machine is no longer working. Rusty researched and found a replacement would cost no more than $200. Board approved replacing the popcorn machine.

Snow cone machine blades were replaced last year and are still in good shape.

Sherry will once again chair the Kickoff Pool party which is scheduled for May 24.

The overnight campouts were not well attended last year. Instead Rusty is planning on a campfire night with the first one May 31.

Rusty is also considering movie night in the clubhouse.

Meet and Greet in January was well attended.

Sarah invited Rusty to speak at the annual meeting and show a slideshow of pictures from various events.

Rusty left the meeting.

**HOA Admin** Patty has received a request from a homeowner to pay for clubhouse rental without a check. At this time, a personal check, money order or cashier’s check is accepted. Sarah said Squarespace might have an option that can be used. This will be researched.

The Board received pictures via email showing damage to turn around median on Morning Glory in front of homes 3816 – 3820. Jose will ask homeowners to stop parking on the street. If this doesn’t solve the issue, Patty will contact City of Carrollton to make this a no parking zone.

Golf tournament is scheduled for Saturday April 27. The after-golf party will be held on Saturday May 4. The clubhouse has been reserved.

Patty will revise the volunteer form.

Shonna will order new flags for the Countryside entrance.

Patty purchased new rugs for the clubhouse and restrooms entrances. They will be placed out now that the roofers have completed all work.

**Financial Report:** Roy said all financials look good except the water bill. Brightview has requested credit from the City due to an underground leak.

**Management Report**

Shonna informed the Board of a new and improved resident portal from FSR. The Board is requested to look and it and see if there are any changes needed. FSR hoped to go live on February 1. They will probably delay until approval.

Sarah signed the estimate for backflow testing and the revised insurance contract.

Inspections for 2019 will begin shortly. Discussion on revising the inspection form to make it easier for homeowners to understand. Shonna will make the revisions.

Shonna will get the cost for mailing the Board Candidacy Form with the newsletter.

1601 Morning Dove Ct. irrigation update: currently waiting for response from the City.

Roof and gazebo repairs are complete. Shonna is waiting for final invoice from Hawkins to submit to insurance.

2019 Pool Season

1.Robert’s Pool Service contract has been approved for renewal.

2 Permit has been submitted to City of Carrollton.

3.Waterline Pool Tile Replacement will be completed by Robert’s Pool Service.

4.A liquid chlorine feeder will be installed.

Meeting adjourned at 8:46 pm.