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

**HOA Board Meeting Minutes**

**September 21, 2015**

**The Homestead Clubhouse**

**3917 Windmill Trail, Carrollton, Texas 75007**

I. **Call Meeting to Order**

The meeting was called to order at 7:04 p.m. by Eve Behan Director of Management with FirstService Residential

**Attendance**

Homeowner Board members present were:

Neil Anson – President

Steve Kerper – Vice President

Edwin Skelton – Treasurer

Noureen Khan – Director

Kishore Chukkala - Director

Those representing FirstService Residential management team were Eve Behan, Anna Carrette, and Cathy Quaid.

II. **Approval of August 17, 2015 Meeting Minutes**

All were in favor to approve the minutes with no changes.

III. **Old Business**

1. Window Violations (No response from homeowner) next step? After much discussion, David volunteered to speak to the homeowner and explain the Deed Violation of her newly installed windows on the front side of the home. Per the governing documents, the front side of the home has to have white slats, which her windows are all one piece of glass with no middle slats. The Board will table the discussion for next month’s board meeting.
2. Playground Equipment from GameTime approved for $3,160.86. The equipment is scheduled to arrive at the installers on October 19th. A date for installation not given yet.
3. Pool Closing Signs were approved, completed and installed. At this time the only Fast Sign needed is the Pool Rules for next pool season in 2016, which is in the revision stage.
4. Replacement Double-Sided White Signs, Qty. 8 have been installed.

IV. **New Business**

1. Southern Botanical representative Robin Mercer was not able to attend the meeting due to illness. The following items will be discussed in October board meeting.

* The Rose Replacement recommendation estimate - $3,773.60
* Enhancement plants in empty bed by pool equipment- $2,511.40
* Tree work at Pool Area, which should have been trimmed last year when the Mall Park Playground area had the trees trimmed. FSR and Southern Botanical to confirm if service has been paid for already.

1. Southern Botanical Irrigation proposal of $5,127.01 for necessary repairs have been completed.
2. Southern Botanical presented a detailed irrigation report showing irrigation repairs, which will be discussed and reviewed at our next board meeting in October. Robin Mercer will be in attendance to answer questions.
3. Southern Botanical to Review Annual Schedule.
4. The Board requested to get three (3) total quotes for comparison on the following repairs. FSR is to get two additional quotes for comparison.

* To stain 3- Pool Arbors
* For electrical work, replace 4 bbq area tables, and replace broken slates on pool lounger
* To paint light poles

V. **Resident Services Management Report**

The reports were reviewed and discussed.

VI. **Proposed 2016 Budget for review**

The Board reviewed and discussed the draft 2016 budget. The Board would like to review the Reserve Study Analysis to be taken in consideration for next year budget. At this time we may need to buy pool equipment that is not working for next pool season. Also, we are faced with more irrigation repairs due to the age of the system. The Board wants FSR to get three (3) landscape contracts for review once Southern Botanical contracts end on June 2016. The following items will be discussed in October board meeting.

* Social Committee – 2016 Budget for approval- $5,000.00
* Robert’s Pool Repairs- 2016 Budget Repair

VII. **Homeowner Forum**

Mrs. Kay O’Brien attended the meeting and shared her perspective of how the Rosetta Rose Disease is spreading thru the entire community. She shared her expertise and recommended that the rose bushes be removed by the roots as soon as possible so other plants don’t get the disease. The Board discussed the matter and requested and approved to have Southern Botanical remove all the rose bushes before the seasonal color is planted in November. The beds where the rose bushes are removed will stay empty until the time comes to plant the seasonal color.

VI. **Adjournment to Executive Session**

The meeting was adjourned at 8:50 p.m.