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

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

**February 25, 2019**

**7:00 pm**

**Board Meeting Minutes**

**Board Members Present:** Roy Atwood, Jill Sparks, Jose Mora, Ginny Sahyouni i

 Sarah Nejdl attended by phone

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

**Homeowners in Attendance:**  Roy Atwood

**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 7:01 pm. It was acknowledged that quorum had been achieved.

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

Roy move and Ginny 2nd to adjourn the meeting at 8:11pm. All approved.

**Homeowner Forum:** Roy Atwood is requesting removal of the roofing signs in front yards. Some of the signs have been there since the hail storm in June. Shonna will send an email blast to all homeowners requesting the signs be removed once the roof has been completed. She will also mention it at the annual meeting on March 18. After this time, homeowners will receive a gentle reminder to remove the signs before a violation is issued.

**Details of discussion / New Business**

**Committee Reports:**

**ACC** –Jose has investigated the turnaround median on Morning Dove. He has not been able to speak with all the homeowners. Next step will be to see if the fire hydrant is accessible if needed in that area. Patty will reach out to the fire inspector to find out if this area is a problem for emergency vehicles. An easy solution is to place a large rock or rocks in the median where the vehicles are driving. Shonna will contact Brightview for an estimate for rock placement.

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

**Landscaping** – Roy reported the leak at Morning Dove Court is still being repaired. This has been a bigger problem that first realized. He will mention to homeowners at the annual meeting to please contact HOA Administrator or First Service Residential if they notice leaks.

Currently, Taylor from Brightview is assuming all broken sprinkler heads are caused by mowers and will fix at no additional charge. Any leaks will be an additional cost.

**Volunteers/Committees:** Jill has not had any homeowners agree to run for the Board at the Annual meeting.

She is requesting funds from the social committee for plates, napkins, cups for the Women’s Luncheons. She also recommends signs be made to advertise the luncheon. Sarah said buildasign.com has done signs for other events and do a good job. The signs need to have the wording on both sides so it is seen from all directions.

**Communications:**  Sarah reported that the newsletter looked good. She thanked Patty and Shonna for their assistance in getting it printed in color and delivered to the vendor for mailing.

**Violations** Shonna said the inspections for 2019 will start in April.

**HOA Admin**  Patty reported the clubhouse closet has been inventoried and organized. Thanks to resident Renee Heffernan for donating empty bins which saved the cost of purchasing new ones. Next task will be to clean out under all the kitchen cabinets and drawers. Allison Cash was paid $50 for helping with the closet and will also help with the kitchen.

Patty said John Waida or Jose Mora have agreed to exchange the flags at the Countryside entrance once they are purchased.

Request from a homeowner to have a document on our website showing the duties of the Board members. The document will include Board members names but not their contact information. Any contact to the board will go through Patty (HOA Admin)

**Old Business:**

Review of the Annual Meeting presentation. The Board goals and accomplishments were adjusted.

The circle on the Financial report regarding the savings for the HOA Admin position was removed.

Roy will address any changes and explain fluctuations in the financial amounts

7:56 pm Sarah left the meeting.

**Financial Report:** The credit on the January water bill due to an over usage error.

Shonna is still waiting for a decision from the City of Carrollton for the water leak at Morning Dove Court.

Shonna will verify with accounting department when/where the write off for 1723 Countryside is recorded.

**Management Report**

 Shonna has received one bid for painting the light posts. She will get additional bids. Jose will also check on getting a bid. Patty stated there are cans of light post paint in the clubhouse closet.

 Shonna will take down the damaged green signs on Morning Glory medians. Many are bent and missing the wording.

 Shonna has received one bid for painting the fence around the pool She will get additional bids.

Meeting adjourned at 8:11 pm.