

Meeting Minutes

Date: JANUARY 10, 2002

Time: 6:30 PM

Location: 2104 Bellanca Ct (Patty Dillon's Home)

Attendees: Nolan Brawley- President, Patty Dillon- Treasurer, John Hooper- Secretary, Zephra Freeman, Greg Hansen, Pete Hernandez and Dan Peters

Proposed Agenda

- Review and approve Minutes of December 3 meeting – John
- Elect 2002 Officers: President, V.P, Secretary and Treasurer
- 2002 Priority Goals and Operating Budget
 - Patty, please update the current budget and prepare a 2002 Estimate; prepare details of must spending, i.e., electric, water, lawn service, etc.; how much money will we then have to work with?
 - Betty, please prepare current HOA list if different than Dec 3
 - All: Please prepare what you believe to be the top 2- 3 2002 priority goals for the HOA
 - Let's then reach consensus on the Top 4- 5 priority goals for 2002 with estimate operating budget
- HOA committees / issues:
 - What committees do we want/need?
 - Landscape/Park improvements, tree replacement on LFB, additional maintenance of the sprinkler system along LFB (Dan Peters)
 - ARC : update membership; Drees construction at Lake F. and Parker; mobile home at 1708 Beretta Dr.
 - Social : spring event (Pete Hernandez)
 - Other(s)
- Updates:
 - Articles of Incorporation (completed)
 - Exemption from TX. Franchise, and Limited Sales and Use Taxes
- Newsletter and web site issues
- Open issues:
 - Bryn Mar represented at the monthly Mayor's Resident Advisory Group HOA meeting
 - Resale certificate for property / tax form # 1923
 - Medium on Lake Forest Blvd.
 - Policy for those don't pay HOA dues by due date
 - HOA and board member insurance (L. Peters)

Adopted 2002 BMHOA Priority Goals;

- (1) Design and begin implementation of a phased Park Development Plan. Include a proposed budget. Dan Peters
- (2) Develop a Social Events Program for 2002. Pete Hernandez
- (3) Purchase HOA/Board Member Insurance. Greg Hansen
- (4) Develop Tree Replacement and Sprinkler Plans. Nolan Brawley
- (5) Develop and implement a Crime Watch Program. John Hooper
- (6) Increase committee participation in planning and implementing activities.
- (7) Increase BMHOA member awareness of Board, Committee and other activities through effective communication. Greg Hansen

Action Items:

- Nolan to follow-up on action and letter to Drees requesting that they repair the electric line they cut at 2101 Lamplighter and restore power to our electric box.
 - Greg to research and present to the Board several options for a BMHOA logo.
 - Zephra to follow-up with Kathy Burris on ownership and maintenance of median on lake Forest Blvd.
 - Zephra Freeman to attend Mayor's Resident Advisory Group each month and report back to the Board.
 - BOD to make decision on whether to file for Federal Tax exemption.
 - Landscape and Exploratory Park will be combined to be "Landscape", lead Dan Peters & Nolan Brawley
 - Social and Welcome will be combined to be "Social", lead Pete Hernandez
 - Street Captain and Crime Watch will be combined to be "Street Captain" lead John Hooper
 - ARC will be unchanged, lead Greg Hansen
- Committee leaders will update rosters, set meeting dates and present a plan of action moving forward to the Board.
- Pete will work with Lynn Peters to research insurance policies, get quotes and make recommendations to the Board.

Meeting Notes:

The meeting was called to order by Nolan Brawley. Minutes of December 3, 2001 membership meeting were accepted unanimously.

The new Board of Directors consisting of Nolan Brawley, Zephra Freeman and Patty Dillon, with John Hooper and Greg Hansen acting as advisors were officially installed.

On a motion by Nolan, second by Zephra and passed unanimously by the Board, the following officers were elected unanimously.

Zephra Freeman- President
Patty Dillon- Treasurer

Greg Hansen- Vice President
John Hooper- Secretary

Treasure report by Patty Dillon. Patty presented a proposed fiscal operating budget for 2002. After discussion and adjustments, Patty made a motion seconded by Nolan to accept. The year 2002 Fiscal Operating Budget was accepted unanimously. Patty proposed that BMHOA require a resale certificate issued by the Treasurer on all resold homes, a \$100. fee would be charged. Motion to accept by Patty, second by Zephra, passed unanimously. Patty advised the Board that the collection of dues was progressing very slowly. Zephra proposed that an official assessment collection policy be established and presented a draft to the Board. After discussion and some changes a motion to accept was made by Nolan, second Patty and passed unanimously. Copies of the Assessment Collection Policy, the 2002 Budget and the Income/Expense statement ending January 6, 2002 are attached to these minutes.

The following are recent actions and ongoing activities of the Board;

- Nolan has secured \$150. for BMHOA from Drees to recompense us for time wasted during the repair of our sprinkler system due to Drees cutting our electric line.
 - Nolan has sent a letter to Drees requesting that they repair the electric line they cut at 2101 Lamplighter and restore power to our electric box.
 - Greg will research and present to the Board several options for a BMHOA logo.
 - Zephra will follow-up with Kathy Burris on ownership and maintenance of median on lake Forest Blvd.
 - Zephra Freeman, BMHOA President or his appointed representative shall attend meetings of the Mayer's Resident Advisory Group each month and report back to the Board.
 - BOD to make decision on whether to file for Federal Tax exemption.
 - Landscape and Exploratory Park will be "Landscape", lead Dan Peters & Nolan Brawley
 - Social and Welcome will be "Social", lead Pete Hernandez
 - Street Captain and Crime Watch will be "Street Captain" lead John Hooper
 - ARC will be unchanged, lead Greg Hansen
- Committee leaders will update rosters, set meeting dates and present a plan of action moving forward to the Board.

A motion was made by Zephra second by Nolan to schedule BMHOA Board meetings the first Tuesday of each month, passed unanimously. BMHOA membership meetings will be held twice a year, once in the spring and once in December. The next Board meeting will be held on Tuesday February 5, 2002 at the home of Zephra Freeman.

Motion of adjournment by Zephra, second by Patty, passed unanimously. Meeting adjourned 8:30pm.

End of Minutes.