

Meeting Minutes

Reflections of Walnut Creek II Home Owners Association
Board of Directors Meeting
September 18, 2012 in Pool Cabana

Call to Order

A board of directors meeting of the Reflections of Walnut Creek II Home Owners Association was held at 1411 Gracy Farms in Austin, Texas on September 18, 2012. The meeting convened at 3:37 pm, President Rita Pierson presiding, and Kate Valish, Secretary. All board members were in attendance along with Adriane Simons, Beck & Company property manager.

Board Members Attending

Rita Pierson - President
Michelle Parriott – Vice President
Carter Rowles - Treasurer
Kate Valish - Secretary

Approval of Minutes

Motion was made by Carter Rowles, and Kate Valish seconded to approve the minutes of the August 6, 2012 board of directors meeting. **Motion carried.**

Executive Session

The board reviewed three pool deck bids for 2013 budget. The board interviewed three different vendors for this service during the meeting. The board asked each vendor for references as well as recent work in the area that the board could go and look at. These steps will be done prior to making a vendor selection.

Financial Report

- 1) Total available cash 8/31: \$98,225.69 CD balance \$100,091.96.
- 2) Four owners are currently delinquent- new payment options appear to have reduced delinquencies

New Business

- 1) Unit 37: roof leak: Steve with RoofTime caulked chimney area- 2 year labor warranty expired in August 2012
- 2) Unit 48: wants to install bathroom vent, Formal request not submitted unknown if the vent will penetrate wall or roof. Board asked that the owner complete the architectural change request form prior to board decision. Adriane sent this form to owner for completion.
- 3) Unit 36: request to install solar tube –Board requested completion of architectural change form prior to board decision.
- 4) New website going live on September 27. An email will go out to all owners and a notice with the website address will be posted in the kiosk. John Duncanson and Kate Valish reviewed final content questions with the board.

- 5) Board discussion of unit 55 home inspection report. Board did not approve the requested back yard tree trimming expense that resulted from this report.
- 6) Board discussed possibility of doing a special assessment in 2013 for the painting project. Discussion tabled for next meeting.
- 7) Board talked about moving the painting project to 2013 due to the overall poor condition of the siding. There will be some siding replacement and seam caulking required now to prevent rodents from entering and to keep moisture out. These continual repairs and costs to the HOA may drive the project timeline up. Discussion tabled for next meeting.
- 8) 2013 proposed budget review. The association will maintain current dues structure. The home owners board has indicated that they will be looking at another assessment to help pay for the planned painting project in 2013. The assessment will be necessary to keep the reserve account at a minimal funding level.

Old Business

- 1) Recent siding repairs: listed in financial reports. No leaks reported after recent rains
- 2) Unit 23- contacted board about installing a storm door. Owner used standard bronze door so no further action needed. It is in compliance.
- 3) No further rodent activity reported by unit 1- David Reed or Reed's Pest Control visited unit
- 4) Unit 48: termites and wall damage- all items corrected and billed to unit 48

Adjournment

Motion was made by Rita Pierson and Michelle Parriott seconded to adjourn the meeting at 5:55 pm. **Motion carried.**

Minutes submitted by Kate Valish, Secretary, Reflections of Walnut Creek II HOA.

Date of approval: 11-7-12