

Minutes

Reflections of Walnut Creek II Home Owners Association
Annual Owners Meeting
May 15, 2012

Call to Order

An annual owners meeting of the Reflections of Walnut Creek II Home Owners Association was held in the pool gazebo area of 1411 Gracy Farms in Austin, Texas on May 15, 2012. The meeting convened at 6:47 pm, President Rita Pierson presiding, and Kate Valish, Secretary. A quorum was not established. A motion was made by Carter Rowles to adjourn and a second to the motion was made by Michelle Parriott. Rita Pierson called a second meeting to order at 6:49 pm and the quorum was achieved when 29.41% of owners were present.

Proof of notice of meeting was mailed to each owner prior to the meeting. A December 2011 operating statement, a 2012 operating budget and the 2012 reserve analysis were mailed to each owner prior to the meeting. All board members were in attendance along with Adriane Simons, Beck & Company property manager. 29.41% of the owners were present and each recorded their attendance on a sign in sheet which is archived at Beck & Company.

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 Michelle Parriott seconded to approve the minutes of the May 16, 2011 meeting. **Motion carried.**

2011 Financial Report & 2012 Budget

Adriane Simons reviewed the operating statement totals in each category of income and expense. This document was made available to each owner prior to the meeting and is included as an attachment to the meeting minutes. There was a question from Elton Fewell on which line item covers termite extermination. Adriane Simons informed the group that line item 5150 covers termite extermination.

Adriane Simons also reviewed the 2012 budget. This document is also included in the meeting minutes as an attachment. Each owner received a copy prior to the meeting.

Carter Rowles reviewed the reserve analysis. This document is also included in the meeting minutes as an attachment. Each owner received a copy prior to the meeting.

Election of Directors

Carter Rowles' board position has now expired and he is on the ballot for re-election. Penny Corden is also on the ballot for election to the board. Adriane Simons distributed the ballots and the owners placed their votes. Carter Rowles was re-elected to the board.

Committee Reports

Landscaping

Rita Pierson gave an update on the landscaping project phase one that has now been completed. Rock has replaced some of the vegetation that died in the drought. A mixture of drought hearty plants has replaced some of the dead vegetation in an overall xeriscaping effort. Owners are encouraged to hand water as much of their landscaping as possible to keep it alive. The property can only water with the sprinkler system once a week due to City of Austin restrictions so hand watering is highly encouraged.

HOA Website

Kate Valish & John Duncanson gave an update on the new HOA website that is currently in development. It will be live in approximately six weeks. The board thanked John Duncanson for donating his time and skill set to the project. The website will serve as a tool for all homeowners. All meeting documents and financial reports will be housed there. A concise process will be defined for the most frequent requests and questions that the board and Beck & Company receive. The home page will be the location for any new announcements or news. The website address will be distributed to all owners by Beck & Company when the site is live. If you have suggestions on content for the website please submit them via the email tool on the site. They will be reviewed by the board and Adriane for possible implementation.

Old Business

The painting project is on hold until 2014.

There is no proposed special assessment in 2012.

Request for new plants – guidelines are listed in the board meeting minutes from 3-15-12 as well as in the mail kiosk. No owners signed up for new plants at this meeting.

New Business

The board reviewed three bids for the pool fence painting project. The board has requested to interview two of the three proposed vendors for this to find out more detailed information on which vendor would provide the best product and service in relationship to the cost. The existing fence is original and has now rusted out in many areas. Adriane Simons will set up these interviews after the annual meeting in May.

Rita Pierson showed all of those who were present at the meeting the decking around the pool that is now sinking due to ground shifts that have taken place over time. These are increased due to the drought conditions of the past two years. The board is currently waiting for multiple bids to come in prior to having any additional discussions on the topic or before taking any next steps.

An owner asked about using rain water collection barrels. Owners can use them in their backyard areas without board approval. They cannot be used in the front of any units.

Elton Fewell from unit 54 voiced his concern that he was not given answers to his questions about the community and about the board by Beck and Company. Adriane Simons said she attempted to answer all of Elton Fewell's questions in the three meetings she had with him in the Beck and Company office.

Elton Fewell & Daisy Diaz-Alemany from unit 54 brought three agenda items to the board:

1. Official approval/disapproval of withholding the name or names of board members from a property owner and member of the association by law.

Adriane Simons reviewed the process for contacting the board members. Owners should send an email to Adriane or call her with information about the request. A meeting is then arranged with the owner and with all members of the board at the earliest possible date. Board meetings do not include owners unless there is a request from an owner to attend the next meeting. They are then invited to attend the first portion of the meeting for their agenda item. Once their agenda item is closed they are excused from the meeting so the board can begin the executive session portion of the meeting which is closed to owners. It was also noted that owner accounts are confidential.

2. Official establishment of alternative methods of contact with the board or its member by any property owner and member of the association.

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3. Discussion of volunteer opportunities of property owners to assist the board in its duties and projects that benefit the association and its members.

There are not currently any special projects taking place that require volunteers. Richard Kropp suggested developing a process that will provide pricing, policy and instruction for owners who would like to have additional gutters added to the back of their units. This space is not covered in the upcoming exterior renovation project. It is too early to start this project due to the timing of the exterior renovation project (2014) but this could be a potential volunteer committee project. Richard Kropp came to the board after the meeting adjourned to volunteer to head up the committee. He also volunteered to be included with the officers for the vendor interviews. Carol Biederzcki also said she was interested in viewing the estimates for this project.

Elton Fewell asked the board about the number of board members. Rita reviewed the by-laws which require the home owners association to have three board members. The board currently has four board members. The fifth position (Member at Large) which had been in place previously was removed on 2-2-2012 after that board member resigned. Elton stated that this was not captured in meeting minutes. The board stated they will be required to make a motion to amend the 2-2-2012 meeting minutes where the total number of board members was adjusted from five to four.

Constance from unit 93 made a request for her jasmine bushes to be cut down. Rita notified ProScape of this request on 5-17-12. Constance also asked the board for clarification on the by-laws on what breeds are considered restricted breeds. The board will follow up on this request.

Announcements

Rita Pierson reminded the owners that all dogs must be on a leash when outside on the property as per the by-laws.

Adjournment

The meeting was adjourned at 8:32 pm.

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

Date of approval: May 20, 2013