

# MINUTES

DATE 1/18/17

TIME 6:30 PM

LOCATION OLES TEX MEX

<b>MEETING CALLED BY</b>	Board of Directors
<b>TYPE OF MEETING</b>	Board of Directors
<b>NOTE TAKER</b>	Alison DeCarlucci
<b>BOARD MEMBERS PRESENT</b>	Ed White, Lee Simmons, Hector Tarango,
<b>BOARD MEMBERS ABSENT</b>	Bobby Finken, Daniel Gray

Ed White Called the Meeting to Order at 6:26 p.m.

## Agenda topic: Green Meadows – Jeff Thimesch Presentation

MOTION MADE BY

MOTION 2<sup>ND</sup> BY

<b>MOTION</b>		
Result of vote on motion:		
<b>DISCUSSION</b>	Jeff asked the Board for feedback regarding the past years services and any specific areas or items the Board would like Green Meadows to focus on going forward.	
The Board is concerned about erosion along the screening walls where the vegetation is suffering. The Board would also like to see the internal common areas such as the bridges as key focus for improvements.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Green Meadows to review areas and prepare proposals	Jeff Thimesch	Ongoing

## Agenda topic: Approve minutes from the 11/17/16 meeting

MOTION MADE BY HECTOR TARANGO

MOTION 2<sup>ND</sup> BY ED WHITE

<b>MOTION</b>	Approve the minutes as written.	
Result of vote on motion: Approved		
<b>DISCUSSION</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## Agenda topic: Landscape Maintenance Contract Bids

MOTION MADE BY

MOTION 2<sup>ND</sup> BY

<b>MOTION</b>		
Result of vote on motion:		
<b>DISCUSSION</b>	The Board would like Land Care Landscape Management to attend the February meeting.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Invite Land Care to February meeting	Alison Decarlucci	Completed 1-20-17

## Agenda topic: Collection Processing Guidelines

MOTION MADE BY HECTOR TARANGO

MOTION 2<sup>ND</sup> BY ED WHITE

<b>MOTION</b>	Approve Bobby Finken as the Collections Director	
Result of vote on motion: Approved.		
<b>DISCUSSION</b>	The Board reviewed the processing guidelines template and does not want to authorize any automatic waivers.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## Agenda topic: 2016 Audit Engagement

MOTION MADE BY

MOTION 2<sup>ND</sup> BY

<b>MOTION</b>		
Result of vote on motion:		
<b>DISCUSSION</b>	The Board reviewed the audit engagement letters presented and would like to review Thomas, Stephen & Co. Letter.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Request Engagement Letter from Thomas, Stephen & Co.	Alison Decarlucci	Completed 1-19-17

# Agenda topic: Annual Meeting

MOTION MADE BY

MOTION 2<sup>ND</sup> BY

<b>MOTION</b>		
Result of vote on motion:		
<b>DISCUSSION</b>	Alison reported that the library reservation was finalized for the meeting to be held on Thursday, March 30 <sup>th</sup> . Alison confirmed that the Candidate mailing will be mailed to all owners on February 1 <sup>st</sup> . The Board Members whose terms are up are Bobby Finken, Hector Tarango and Dan Gray.	
Ed White will work on the Annual Board Letter to be mailed with the Annual Meeting notice the first week of March.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## Other Items that came up during the meeting

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

The meeting adjourned at 7:56 p.m.

## General Notes

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