

## **Meeting Minutes**

Horse Creek Ranch Homeowners Association

Board of Directors Executive Meeting

July 12, 2008

Home of Dick and Sandy Van Dyke, 15520 FM 107, Moody TX

### **Opening**

Board President Roy Martin opened the meeting at 11:05 AM.

### **In Attendance**

#### **Board Members present were:**

*Roy Martin (President)*

*Eusebio Tijerina (Vice President)*

*Beki Laird (Secretary/Treasurer)*

*Richard Spindle*

*Dick Van Dyke*

#### **Board Members not present:**

*Rick Hines (Declarant)*

*Michael Tipton*

*Debra Musel*

*Eugene Shirley*

#### **Additional Homeowners present were:**

*Lynn Mayo*

*Don Musel*

### **Creation of memo to change bank account signature card**

Dick Van Dyke moved that Don Musel and/or Beki Laird create a memo to transfer fiduciary responsibility of the Moody First National Bank checking account to Roy Martin - President, Beki Laird - Secretary/Treasurer and Eusebio Tijerina - Vice President. Richard Spindle seconded the motion. The motion passed unanimously.

### **Delinquent property owners and Final Notice letter**

Don Musel reviewed with the Committee the contact and payment status of those property owners still owing dues in an attempt to identify erroneous property ownership.

Richard spindle volunteered to “flush out” missing and inaccurate contact information on the delinquent property owners while making contacts as the Hospitality Committee Chairperson.

In a *good faith attempt* to encourage payments from those property owners still outstanding and before legal costs are incurred, Eusebio Tijerina moved that Roy Martin draft a letter to be sent to the delinquent parties warning them that property liens will be filed on their properties. Seconded by Richard Spindle. The motion passed unanimously. Beki Laird volunteered to notarize the letters at no cost to the association.

**ACC procedures revisions**

After much discussion, Roy Martin suggested the Executive Committee meet again to review the ACC violations process and suggest possible changes with regards to repeat offenders.

**Recording Secretary**

In an effort to establish a pay structure and determine feasibility for the paid Secretary/Treasurer position, Beki Laird, with the assistance of Don Musel and Eusebio Tijerina, will put together a list of job duties of the Secretary/Treasurer and which of those duties could be passed on to the potential paid assistant or Recording Secretary. Beki Laird will also search the local area for potential candidates or service providers for the position.

**Nominating Committee**

Richard Spindle volunteered, as a representative of the Nominating Committee and chairperson of the "Welcome Wagon", to contact individual property owners in an effort to find potential board members prior to the October quarterly meeting.

Richard Spindle made a motion to adjourn, seconded by Dick van Dyke. The motion passed unanimously.

The meeting adjourned at 12:12 PM

Meeting Minutes recorded and prepared by Donald Musel.