

DRAFT Four Seasons Farm Board of Directors' Meeting: February 21, 2013

7pm • Starbucks at HEB Plaza in Kyle

Board members present: Pat Hough, Chris Irvin, Tara Mitchell. Board quorum verified.

Meeting was called to order at 7:05pm. Tara Mitchell recorded the minutes.

Others present: Candace Douglas, RealManage

Agenda item: Approval of previous meeting minutes

Director Mitchell read the minutes from November 2012 and motioned to approve them as is. Director Irvin seconded all motions. None were opposed.

Agenda item: Management report

Manager Douglas provided a report on funds. Delinquencies were reviewed in detail. Currently, collection notices are being mailed monthly. Real Manage is recommending a few accounts be turned over to a legal collection process. The Board is hesitant to incur these legal fees and not make headway in collections. Manager Douglas will continue to make calls and try to collect past due balances.

Agenda item: Landscaping

All beds have been mulched and trimmed as of Monday, Feb. 18th. Board all agreed that the work was satisfactory.

Agenda item: New business

Irrigation: Director Mitchell will call ATX Irrigation and ask them to adjust the sprinklers to the city's restrictions.

Fining Policy: Director Mitchell will review the policy and suggest a level of fees, as opposed to one flat fee for all violations. The suggested policy will be emailed to the 2 other Board members for review. It must then be submitted to the lawyer once approved by the Board.

Amendments to CCR's: Legal is waiting on the fining policy so the entire packet can be recorded at once.

Postcard Mailing: The Board agreed to mail out a postcard containing a "spring cleaning" reminder; date of spring garage sale; assistance information for those unable to do yardwork, etc. Director Mitchell will email a proof to the other 2 Board members for review by March 9th. The Board will send out this postcard themselves in order to save on fulfillment costs.

Spring Garage Sale: Date set for April 13 & 14th. Manager Douglas suggested that (based on previous homeowner requests) the sale be held over 2 days.

Annual meeting: Board agreed that pizza, salad and dessert be served. Director Mitchell will check the availability of a meeting space for May 14th.

Executive Session

Due to the sensitive nature of some business, the Board entered into Executive Session. In an effort to maintain homeowner privacy, a generalization of what was discussed follows: One property was discussed in detail. Manager Douglas had spoken with the homeowner on 2/21, and it was relayed to her that problems would be resolved within the month. The Board will monitor this property for improvement. In addition, the Board unanimously decided to have the three Board members present be the only members currently serving on the Board.

Other Business

The next Board meeting is tentatively scheduled for Tuesday, April 4th at 7pm.

There being no other items to be discussed, the meeting was adjourned at 7:57pm.

Attest: _____

Date: _____

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