

## FOUR SEASONS FARM: Board of Director's Meeting

1137 Four Seasons Farm Dr., Kyle, TX 78640  
Wednesday, March 7, 2012, 7:00 pm

### MINUTES

#### **Call Meeting to Order**

#### **1 Board Majority/Quorum**

Board members present: Jeff Heater, Pat Hough, Chris Irvin, Tara Mitchell & Tom Sullivan  
Real Manage representatives present: Candace Douglas and Jeff Girardeau  
Board quorum verified.  
Meeting was called to order at 7:15pm.  
Tara Mitchell recorded the minutes.

#### **2. Approve Board Meeting Minutes (10/25/2011)**

#### **3 Manager's Report**

-January 2012 Financials  
A money market account has been opened with a reserve of \$20,000. This was taken out of the Operating account.  
-Delinquency Report  
Statements have been sent and efforts are being made to collect past ue accounts. Board will look at this in detail. If homeowners can prove that they had a zero balance, then amounts in dispute may be cleared. Board will investigate after April.  
-Deed Restriction Violations Report

#### **4. Old Business**

-Final Transition Items (Final Feb Funding and Bank Statements)  
Everything has been received from the previous property management company.

#### **5. New Business**

-Letter of Engagement Collections Atty (Niemann & Heyer)  
Board will get proposals on attorneys to attempt to keep costs down.  
-Collection Policy Approval  
Board will investigate possibility of using a collection agency before hiring an attorney.  
-Lawn Maintenance Contract  
Approved costs of Kyle Landscaping to mow every 2 weeks; Board will investigage hiring another vendor for weed control.  
-DR Horton Architectural Approvals  
Board voiced concern of current DR Horton homes having the same exterior materials; Candace will talk with DR Horton rep to ask if they would be mindful of this restriction; Plans and approvals were already given by Declarant, so DR Horton does not need ACC or Board approval for any current construction.  
-Annual Meeting Prep (Proxy, Notice, Food, Board Nominations)  
Possible spring picnic has been cancelled; Board decided to have dinner at the Annual Meeting instead; Board will check into venue of Kyle United Methodist possibly for May 10<sup>th</sup>; RealManage will send out agenda and notice of meeting 15 days prior.

**Adjournment: 9:20pm**

Secretary *Pat Hough*