

Pattison Oak Meadows HOA
General Membership Meeting
January 19, 2022



3/8/22 - Approved

- **Call to Order**

- President Wayne Kircher called the meeting to order at 7:00 pm.

- **President's Welcome**

- Wayne introduced the board members, welcomed new board member Marcia Stokes as Secretary and Josef Richardson for a second term as Board Member #1 and welcomed residents to the meeting.
- Wayne stated his goal as President is to have a neighborhood that we are proud of, that looks nice and any issues that arise are solved quickly in a friendly and neighborly manner. He noted that the HOA is a Non-Profit LLC legal entity, and we are governed by our by-laws as well as the Texas Property Code Title 11, Chapter 209, the Texas Residential Property Owners Protection Act. The board will review the by-laws to make sure they are correct in relationship to these regulations.

- **Roll Call**

- Board members Wayne Kircher, Marcia Stokes, Josef Richardson, Tim White, and David Woods were present, and a quorum was established.

- **Approval of Minutes**

- Wayne asked for comments on the minutes of the membership meeting held August 19, 2021, a copy of which had been provided. As there were no comments, a motion was made by Josef and seconded by David to accept the minutes as written and they were approved as provided.

- **General Business**

- Wayne announced the election results as reported to him through email by Paul Riss. Twelve ballots were received but one ballot was voided due to it being for 2020. The remaining eleven ballots showed unanimous approval of the slate of officers. Paul suggested in the future that a formal vote not be held if there are no contested positions. The board will discuss this idea and will take action during the next election cycle.

Based on the election results: As of January 1, 2022, Kevin Cessac is no longer the key executive with control of the entity as President, that position is now assumed by Wayne Kircher as President. In addition, Johnna Rhodes no longer has the responsibility of Secretary, and that position is now assumed by Marcia Stokes. Josef Richardson maintains his position as Board Member #1.

- Wayne submitted his resignation as Treasurer of the HOA for his remaining term ending December 31, 2022, and Maria Guerra has agreed to fill the position. A general discussion

with Wayne and Maria took place. A motion was made by Josef and seconded by Marcia to appoint Maria to fill the vacant position of Treasurer for the term ending December 31, 2022. The motion was unanimously approved by the board.

- Wayne submitted Resolution 2022-001 related to the creation of a Vice President position on the Pattison Oak Meadows HOA Board of Directors. Marcia read the resolution and Wayne asked for comments. As there was no discussion, a motion was made by Tim and seconded by David to create the position of Vice President. The motion was unanimously approved by the board.
- Josef Richardson volunteered to fill the position of Vice President. Wayne asked for comments regarding Josef as well as any other nominations for the position. There were no comments and Marcia made a motion, with a second from Tim, to appoint Josef Richardson to the newly formed position of Vice President for the term ending December 31, 2022. The motion was unanimously approved by the board.
- With Josef accepting the position of Vice President, the position of Board Member #1 is now vacant and may be filled any time by appointment by the board. Wayne will reach out to residents asking for a volunteer for this position. Please let him know if you have interest in filling this position on the board. After no further discussion Josef made a motion to table the discussion until there is a volunteer. David seconded the motion, and it was unanimously approved by the board.
- Wayne has volunteered to develop and maintain a neighborhood website. A discussion was had between Wayne and residents regarding the purpose of the website which will be to house information such as deed restrictions, by-laws and board of director meeting minutes and provide information to potential buyers and owners. This will be a paid website due to the limitations on size and functionality of a free website. Wayne hopes to have the website up and running by the end of February. A motion was made by Josef and seconded by David to approve the development and maintenance of a community website. The motion was unanimously approved by the board.
- The proposed 2022 budget was discussed in detail and changed after discussions between all in attendance. Tim made a motion and Josef seconded it to approve the 2022 proposed budget as amended. The motion was unanimously approved by the board.
- Wayne discussed the outcome of his meeting with attorney Matt Vahalik of Vahalik & Vahalik, P.C.
 - Matt will send a copy of a deed to John Thuman for his signature along with a letter regarding deeding the reserve to the Pattison Oak Meadows HOA.
 - Matt is going to go through the deed restrictions and suggest items that need to be changed or removed. Once that is obtained, if the board decides that we should move forward on the changes, a committee will be formed to consider the revisions proposed and come up with a revised set of deed restrictions. These will then be voted on by the owners in the neighborhood.
 - Matt will check and see if the Pattison Oak Meadows HOA has a Management Certificate on file currently and if not, prepare one for the HOA. A certificate is required to be recorded in the official public records of each county in which the HOA is located. The statement identifies certain requisite information concerning an HOA,

its governing documents, and its management such as name of development, name of HOA and name and address of the person managing the HOA. If there is a current document on file, Matt will make the necessary changes to have Wayne's name and address listed as the contact for the HOA.

- Matt also suggested that the HOA purchase director & officers (D&O) insurance for the HOA officers. The policy will pay the legal costs and fees related to defending HOA board members against any legal claim against them and pay any judgment amount.
- Wayne is working with Katy Insurance Agency to obtain quotes for D&O insurance. As of the date of the meeting, only one quote has been received. A motion was made by Josef and seconded by Tim to table further discussion on this matter until more quotes can be received. The motion was unanimously approved by the board.
- Wayne discussed the enforcement of the deed restrictions. In lieu of hiring a property management company, Rhonda McDonald has volunteered to be a representative of the board to deal with any issues that arise. A motion was made by Tim and seconded by Marcia to appoint Rhonda to be a representative of the Pattison Oak Meadows HOA board to enforce deed restrictions on their behalf. The motion was unanimously approved by the board.
- Wayne clarified the relationship between the Architectural Control Committee (ACC) and the HOA board. He noted that the Texas Property Code Chapter 209, Section 005 was amended on September 1, 2021, to add and modify various items. Wayne presented Resolution 2022-02 to amend the deed restrictions to comply with the Texas Property Code Chapter 209. Marcia read the resolution and Wayne asked for comments. There being no discussion, Marcia made a motion and Tim seconded it to amend the Article II, Section 1, Paragraph 1 of the deed restrictions to comply with Texas Property Code Chapter 209. The motion was unanimously approved by the board.
- Upon approval of Resolution 2022-02, Rhonda McDonald volunteered to chair the ACC. Josef made a motion to appoint Rhonda to be chairperson of the ACC. Tim seconded the motion, and it was unanimously approved by the board.

- **Officer Reports**

- **President**

- Wayne discussed the volunteer efforts done to weed and mow the grass around the storm basin as well as the clearing of a trail that leads to the creek. Wayne thanked the residents that helped him with the cleaning. He hopes that this will be an ongoing project with volunteers from the neighborhood to help keep the basin and trail maintained.

- **Secretary**

- Marcia will email the current directory and ask for any changes. Once the changes have been made a new directory will be emailed to all residents.

- **Treasurer**

- Wayne presented the financial report as of January 19, 2022.

- The balance in the checking account is \$44,602.14, consisting of \$40,600.31 in the general operating fund and \$4,001.83 in the legal and special projects fund.
 - To date dues from ten lot owners (22%) has been received totaling \$3,150.
 - Total expenses to date were \$913.55.
- **Committee Reports**
 - **Architectural Committee Report**
 - Rhonda introduced the members of the committee, Warren Cerame, Ken Coulter and Desmond Murray.
 - Rhonda presented the report of actions taken by the ACC.
 - Warren has volunteered to do blueprints, for free, to residents with small projects, such as a shed.
- **Other New Business**
 - Wayne is going to solicit interest in having a community garage sale. Tim suggested that we advertise the sale on the neighborhood website.
 - Mary Cessac has notified the board that she no longer wants to maintain the entrances of the subdivision. Wayne will solicit interest from the membership to form a Garden Committee to purchase and maintain the plants at the entrances. If there are no volunteers, the board will revisit the idea of hiring a company for this service.
 - Wayne asked if anyone was interested in hosting the annual community party. He will reach out to the membership to see if anyone is interested.
- **General Membership Discussion**
 - Desmond suggested that the board form an outreach program and walk door to door to ask the residents if they have any issues or concerns. This will also help everyone get to know each other better and hopefully get all neighbors involved in community matters.
 - Gail Richardson reminded the group that we should continue to be mindful of social distancing during these visits or our community party.
- **Adjournment**
 - The meeting was adjourned at 8:44pm.