



*Stewart Peninsula Southshore
HOA
Meeting Minutes*

Monday, October 11, 2010

The meeting was called to order by President Terre 7:27 p.m.

Present: Dave Terre (President), Mary Ann Hardy (Vice President), Lucinda Ruch (Secretary), Mike Hughey (Architecture Control Committee / Communications), Beth Rogers (Treasurer) and Renee Terre (Webmaster). **Absent:** Mike Gonzalez (Compliance)

Open Forum: Mark Warner joined our meeting.

Year-At-A-Glance Calendar: The Board discussed the current month and next 90 days events.

- Yard of the month was presented to Doug Harnett at 5904 Sandhill.
- Fall Garage Sale: Mike G. asked Stewart Peninsula North HOA - October. 10/16-17th.
- October 9th: Chili Cook-off. Beth had Max join us. Renee to post pics to the website.
- Boo bags –5 Boo Bags are spreading through the neighborhood filled with goodies.
- Annual Flyer & Xmas flyer will be distributed by 10/31.
- Invoices for past due will be sent 11/1.
- Décor for Veteran's Day 11/11 will be up by 11/7 and removed by 14th.
- Christmas Decorating Contest –Betsy & Jim Haynes will coordinate the Xmas Contest.

Meeting Minutes: The minutes for the Sept 13th meeting were approved. Mary Ann made the motion. Beth seconded the motion.

Carry Over Items:

- We continue to recruit volunteers for our crime watch program in our neighborhood . We will add to the Annual Meeting.
- Year-End Closeout Discussion List:
 - Beth sent Lucinda the financial files for 2009 so Lucinda will review, copy onto a CD and then file in storage - Open
- Lucinda to add a folder for the Annual Meeting files so that it is easy to recreate each year. Dave to send to LR. Dave will also send the softcopy of the newsletters to Lucinda
- Website Update Required - Resale document references 3 attachments to download from our www, yet not apparent on www. Beth to identify changes. Renee to make changes. Open.
- Special Warranty Deed & Assignment of Landscaping Easements – Duplicate. Lucinda sent to Renee with screenshots – Beth to resolve the differences & need the labels clarified. Still open.

Treasurer's Report:

- The current checkbook balance is \$16,937.34. 78 assessment payments have been received and all bills are current.

- For Annual Mtg:
 - Invoices sent Oct 1st. Proxy forms were included with the invoices and the reasons why the proxies are so important to get signed and returned prior to the Annual Meeting.
 - 5 proxies sent in so far.
 - Beth developed and reviewed our 2011 budget for the annual meeting. Will have ~\$5k carryover from 2010.
 - We will push to go “paperless” to reduce costs. We will ask for everyone’s email addresses.

Financials Processing/Communications:

- Resale Certificates – Carryover open Item. Lucinda reported we have launched the resale certificate form. Lucinda proposed changing the website so it is clearer to the realtor or title company so they know which forms they should download for their closing. Today the attachments listed on the resale certificate does not match the labels on the website. Resale certificate is an industry standard form so let’s reorganize the website page to have a section for them to go to and download everything at once. Lucinda resent the screen shots pointing out the confusion. Beth to identify the label changes required. Then Renee can make the changes on our website.
- Lucinda reviewed our new resale tracking form and everyone’s responsibilities: Mike H. to add their names to the welcome section in the newsletter, Mary Ann to deliver Welcome Packages and Jane to add email address to our SPSHO distribution list. The Board agreed that Lucinda would maintain the master copy and that this would become a standard agenda item to go through at each board meeting to take status.
- Mike H. reported that we have two distribution lists now. The former was just for emailing invoices. The second new list is for home owners who will want to be on our email distribution announcements but still prefer paper invoices for dues.

Compliance: No report since Mike G. absent.

Covenants: Open Carry-Over Item since Mike G. absent. Mike Gonzales and Mike Hughey to form a committee to review current “restrictive” covenants to determine if updating is needed in the form of new amendments. Mike G. plans to identify /schedule the participants. We should have a draft of the new proposal by late September for discussing in our October Board Meeting. In Mike G.’s absence, Mike H. will coordinate with Mike G. offline.

HOA Common Grounds:

1. Mark is continuing to honor his current service level at the same price for 2011. We have a new contract to sign. Mary Ann presented the new 2011 contract for lawncare. Beth motioned to accept the contract and Lucinda seconded.
2. Mary Ann reported that Mark checked the darker green grass by the gazebo for a leak. It’s not part of our HOA property.
3. Stewart Entrance – Mark recommends tear out dead items, mulch and then wait til spring for planting. Ground cover is removed and ivy is cut back. Planning new plants in early Spring.

4. Installation of Irrigation System to use lake water for Gazebo Park area – Initial estimate was 1.5yrs for payback. Plans underway for Spring 2011. Dave is proceeding with a 4-step approval process: the City of Dallas permit, The Colony's permit, the city irrigate license agreement and then the Corps of Engineers for final approval. Dave called Keith Helmes. The costs are \$63 for a one-time initial fee and \$161.98 re-occurring each year. The annual fee can vary by pro-ration process although it's remained the same for the past two years. Payback is recalculated to be 2.1 yrs. Dave to pursue remaining costs and steps.
5. Lucinda passed foundation referral to Mary Ann for potential foundation work on leaning fences.

Annual Mtg Plans - Nov 3rd:

- Nov 3rd Wed since voting day on 11/2, Angelina's.
- Board Positions – Treasurer position opening.
- Signed Proxy Drive started Oct 1st

E-mail Responsibility: Mike G. will take responsibility for monitoring the SPSHOA e-mail account until the next board meeting.

Next Meeting:

- November – No HOA Meeting
- SPSHOA Annual Meeting - Wednesday 11/3, 7:00 pm.
- January 17 – Dave Terre's house at 3941 Teal Cove Lane

Misc:

1. Mike H. reviewed Article 5 Section 1 explaining that we will need to vote for adding a new position to the Board of Directors
2. Add section 305 to late invoice for 2011. All dues must be current to vote.

Adjournment: Beth motioned a move to adjourn the meeting at 9:29 p.m. and was seconded by Mary Ann.