



## **Board of Directors Meeting**

# **AGENDA**

Date: **May 05, 2015**

Time: 7:00 p.m. – *Regular Board Meeting*

Place: 304 Pheasant Hill Drive

### **ITEM I. CALL TO ORDER & OPENING BUSINESS**

- A. Roll call & establish quorum.<sup>1</sup>
- B. Approval of meeting *Agenda*.
- C. Welcome to homeowners in attendance.
- D. Rules & decorum.

**\*\*NOTE: Any homeowner wishing to be added to the agenda for the next regular meeting of the board, (NOT the annual membership meeting) please contact the Board Secretary, Glenna Brown or email [hoa@quailcreekrockwall.org](mailto:hoa@quailcreekrockwall.org).**

### **ITEM II. HOMEOWNER/GUEST COMMENTS & CONCERNS**

Comments must relate to items that are on the agenda. The Board will not address comments &/or concerns *until* the “question” is on the table. *The “OPEN FORUM” [ITEM VII] at the end of the meeting is open to all general comments, questions, and concerns.*

### **ITEM III. IMMEDIATE ACTION ITEMS**

- A. Approval of *Minutes*<sup>2</sup>
  - 1. April 7, 2015, Regular Meeting of the Board
- B. Treasurer’s Report & Finance
  - 1. Review April Financial Statements
  - 2. Annual Assessment Discussion, Planning, & Preparation
  - 3. Approve reimbursable expenses
- C. Amended Dedicatory Instruments
  - 1. The right to recount time limit has elapsed!
  - 2. Corrections to CC&Rs
    - i. Article 6.6 “Variance” vs. “Exception”
  - 3. Recording Documents
  - 4. Assembly & Distribution
- D. Review Bylaws

### **ITEM IV. COMMITTEE BUSINESS**

- A. Architectural Review Committee
  - 1. Street Repairs- Review cost proposals
  - 2. Drainage issues;
    - i. along Partridge between Pheasant Hill & Mockingbird Hill
    - ii. at entrance along Quail Creek
  - 3. New *Applications* & work in progress
  - 4. Lawn Maintenance- Price Quote

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<sup>1</sup> A majority of the Board shall constitute a quorum [Bylaw 3.06]. The Board shall consist of seven (7) Directors [Bylaw 3.03]. The Officers shall include a President, Vice President, Secretary, Treasurer and three (3) Members at large [Bylaw 4.03]. These Members at Large shall constitute the Architectural Review Committee...[Bylaw 4.04(e)]. Each Director shall have one vote, exercisable in person or by proxy [Bylaw 3.05].

<sup>2</sup> Directors who were not present at the meeting for which minutes are being approved (or even on the board when the meeting occurred) can vote to approve minutes. The association as an organization has a continuing legal existence, even if specific members come and go over time.

**ITEM V. OTHER BUSINESS**

- A. Website: Forms
  - a. Contact Information
  - b. ARC Forms
- B. Neighborhood Fireworks
- C. Attorney/Law firms for the HOA
  - a. Inappropriate conflicts of interest (H&A, MH)
  - b. Proposed new law firms
- D. HOA Address & Mailbox
  - a. Results from online poll
  - b. Next steps
- E. Photography Company's Door-to-Door "Fundraiser" for VFD
- F. Prospective Board Members

**ITEM VI. OPEN FORUM:** *Member Comments & Questions*

**ITEM VII. RECESS TO EXECUTIVE SESSION**

- A. CC&R Violations and Non-Compliance
  - 1. Homes in violation
    - i. Letters
    - ii. Injunction Actions
    - iii. Other violation matters
- B. Other unanticipated business pertaining to open agenda items, by authority of the Chair

**ITEM VIII. RECONVENE IN OPEN SESSION<sup>3</sup>**

- A. Oral summary of executive session<sup>4</sup>
- B. Action on Executive Session Agenda Items

**ITEM IX. ADJOURN**

*The next regular meeting of the Board is scheduled for June 2, 2015*

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<sup>3</sup> *Members present for the meeting that do not wish to stay and wait for the Board to reconvene from Executive Session may join a free conference call to hear the oral summary via telephone. Five minutes before the reconvening into open session, the Board will notify members via text message so that members may call in to listen to the summary (long-distance charges apply). Members must leave their name and cell phone number that allows text messaging on the sign-in sheet.*

<sup>4</sup> *Following an executive session, any decision made in the executive session must be summarized orally and placed in the minutes, in general terms, without breaching the privacy of individual owners, violating any privilege, or disclosing information that was to remain confidential at the request of the affected parties. The oral summary must include a general explanation of expenditures approved in executive session. Tex. Prop. Code § 209.0051(c).*