

**Board Meeting Minutes**  
**Quail Creek Homeowners Association**  
**August 1, 2017**

**Location: 304 Pheasant Hill Drive**

**In Attendance:**

Shana Nalls, President  
Brad Peters, Vice President  
Casey Berley, Secretary

David Fuller, ARC  
Ken Daulong, ARC

**Voting:**

Shana Nalls, President  
Brad Peters, Vice President  
Casey Berley, Secretary

David Fuller, ARC  
David Hoye, ARC via Proxy to David Fuller  
Ken Daulong, ARC

**I. Call to Order and Opening Business**

Meeting was called to order at 7:05 p.m. by Ms. Nalls. Following roll call, a quorum was declared. Ms. Nalls asked for acceptance of the agenda and Rules of Decorum; acceptance by unanimous consent.

**II. Homeowner/Guest Comments and Concerns**

None Present Other Than Board Members.

**III. Immediate Action Items**

A. Approval of Minutes

1. Minutes of May 2, 2017, were submitted by Mr. Berley in advance of the meeting. Motion to approve by Mr. Daulong; second by Ms. Nalls. Motion approved by unanimous consent.

B. Treasurer's Report

1. Reviewed April Financial Statement. Motion to approve by Mr. Berley; second by Ms. Nalls. Motion approved by unanimous consent.
2. Motion to approve reimbursible postage expenses submitted by Mr. Berley in the amount of \$104.16 by Ms. Nalls; second by Mr. Peters. Motion approved by unanimous consent.
3. Review/Approve HOA expenses. None submitted.
4. 2016 Annual Assessment Update – 21 (twenty-one) homes currently have outstanding balances.
5. 2016 Special Assessment Project: 3 (three) homes have not paid 2017 Special Assessment payment.

**IV. Committee Business**

A. Architectural Review Committee

1. Street update – ARC to follow up with Midway Concrete to confirm original pricing for next phase of work and report back at next scheduled HOA meeting on new pricing or if old pricing is still valid from original work request.
2. Other updates – Ken Daulong to check with home on Quail Creek regarding application for new renovations/additions to home.
3. New applications – none.

- B. Landscape Committee
  - 1. All Quail Creek landscaping in good condition.
  - 2. The suggestion was made to have additional guidelines for clarification of CC&R Article 7.12 as it pertains to lawn/landscaping requirements. Discussion ensued wherein the suggestion was made that a sub-committee of homeowners be formed to discuss and make recommendations for clarification to the board.

**V. Other Business**

- A. Next board meeting set for September 13, 2017, at the Steinhagen home – 304 Pheasant Hill Dr.

**VI. Open Forum**

- A. No items for discussion.

**VIII. Recess to Executive Session**

- A. Discussion regarding a violation of Article 7.12 – not mowing grass – Quail Creek Rd.
- B. Discussion regarding a violation of Article 7.12 – not mowing grass – Partridge Dr.
- C. Discussion regarding a fine letter for repeated violation of Article 8.5 – boat/trailer storage – Partridge Dr.
- D. Discussion regarding a violation letter previously sent for violation of Article 7.12 – brush pile – home on Pheasant Hill Dr.
- E. Discussion regarding previous complaint for burning grass in an outdoor fire pit and subsequent follow up with City of McClendon Chisholm.

**VIII. Reconvene in Open Session**

- A. Board members agreed to send violation letter to home on Quail Creek Rd. for violation of Article 7.12.
- B. Board members agreed to send violation letter to home on Partridge Dr. for violation of Article 7.12.
- C. Board members agree to fine letter to home on Partridge Dr. if violation of Article 8.5 occurred again prior to September 13, 2017.
- D. Board members agreed that remediation of brush pile at home on Pheasant Hill was adequate.
- E. Board members agreed that burning grass in a fire pit was not a violation of the Quail Creek CC&Rs.

**IX. Adjourn**

- A. Motion to adjourn meeting by Mr. Berley; second by Mr. Peters. Motion approved by unanimous consent. Meeting was adjourned at 9:08 p.m.

Respectfully Submitted,

Casey Berley  
Secretary  
Quail Creek Homeowners Association