

Board Meeting Minutes
Quail Creek Homeowners Association
July 11, 2017
Location: 304 Pheasant Hill Drive

In attendance:

Shana Nalls, President
Casey Berley, Secretary

David Fuller, ARC
David Hoye, ARC

Voting:

Shana Nalls, President
David Fuller, ARC
Ken Daulong, ARC Chair via proxy to Shana Nalls
David Hoye, ARC

Rhonda Smith, Treasurer via proxy to David Hoye
Casey Berley, Secretary

I. Call to Order and Opening Business

Meeting was called to order at 7:06 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

Mr. Daryl York was in attendance.

III. Immediate Action Items

A. Approval of Minutes

1. An outline of the Minutes for June 6, 2016, was submitted by Mr. Hoye in advance of the meeting. Motion to table the minutes and discuss/review at a later time pending questions for Mr. Hoye by Ms. Nalls; second by Mr. Berley.

B. Treasurer's Report

1. Reviewed June Financial Statement. Motion to approve by Mr. Berley; second by Mr. Hoye. Motion to approve by unanimous consent.
2. Motion to approve/reimburse expense incurred by Ms. Nalls for new HOA manuals in the amount of \$238.12 by Mr. Berley; second by Mr. Hoye.
3. Motion to approve postage expense incurred by Rhonda Smith for dues invoices by Ms. Nalls; second by Mr. Berley.
4. Annual Dues Collection Status
5. 2016 Special Assessment Project: 4 (four) homes outstanding. Motion by Mr. Hoye to send letters to those homeowners with outstanding balances; second by Mr. Fuller.

IV. Committee Business

A. Architectural Review Committee

1. Street update – ARC committee to check with Midway to confirm bid for concrete section replacement.
2. Other updates – ARC to monitor backyard construction at Williams residence on Pheasant Hill. ARC to check with home on QC regarding new addition of stone façade in front and new patio cover in rear of home. No ARC application was submitted by homeowner.
3. New applications - none

B. Landscape Committee

1. No update provided.

V. Other Business

- A. Next board meeting set for August 1, 2017, at the Steinhagen home – 304 Pheasant Hill Dr.

VI. Open Forum

- A. No discussion.

VII. Violation Hearing

- A. Mr. Daryl York who resides at 251 Pheasant Hill was present per his request for a hearing before the board concerning violation letters and a fine letter for violation of Article 8.5 – trailer/boat storage. Mr. York indicated that it is his desire to comply with the CC&Rs associated with the QCHOA and offered an apology to the board for violating the Article in question. Mr. York acknowledged receipt of all correspondence from the board regarding violations of Article 8.5 and asked for leniency/a reduction in the amount of the fine assessed by the board.
- B. Ms. Nalls acknowledged to all in attendance that a resident in receipt of a fine notice can appeal to the QCHOA membership at the Annual Meeting of the members for forgiveness of a fine assessed by the board. She further stated that whether or not the membership forgave the fine was based upon a vote of the membership. Last, Ms. Nalls indicated that she was uncertain as to whether the board could forgive a fine or reduce the amount of a fine after it had been issued to a homeowner per the CC&Rs.

VIII. Recess to Executive Session

- A. Discussion regarding a violation for lack of yard mowing/maintenance concerning a home on Pheasant Hill Drive.
- B. Discussion regarding a violation for lack of yard mowing/maintenance concerning a home on Partridge Drive.
- C. Discussion regarding a violation for storage of a brush pile at a home on Pheasant Hill Drive.
- D. Discussion regarding a complaint for grass being burned in a fire pit at a home on Pheasant Hill Drive.

VIII. Reconvene in Open Session

- A. Based upon board discussion and vote taken in Executive Session, board members agreed to validate the fine previously assessed for CC&R violation (Article 8.5 – boat/trailer storage) on Pheasant Hill Drive discussed during this meeting's violation hearing.
- B. Board members agreed to send a violation letter to home on Pheasant Hill Drive regarding lack of mowing/ lawn maintenance (Article 7.12).
- C. Board members agreed to send a violation letter to home on Partridge Drive regarding lack of mowing/ lawn maintenance (Article 7.12).
- D. Board members agreed to send a violation letter to home on Pheasant Hill Drive regarding storage of brush pile (Article 7.12).
- E. Board members agreed to check with the City of McClendon Chisholm regarding ordinances that may prevent burning grass in a fire pit.

IX. Adjourn

- A. Motion to adjourn meeting by Mr. Hoye; second by Mr. Berley. Motion approved by unanimous consent. Meeting was adjourned at 9:15 p.m.

Respectfully Submitted,

Casey Berley
Quail Creek HOA Secretary