

**Board of Directors
Property Owners Association
La Reata Ranch**

January 10, 2011

Subject: La Reata Board Meeting Minutes

1. Call To Order:

The meeting was called to order at 7:00 PM. Present were David Bell, Lisa Dreher, Michele Rowcroft (Chair, Communications Committee), Betsy Sterling (Communications Committee), Kim Reedy and Paul Jameson.

Michele Rowcroft and Betsy Sterling attended this meeting to discuss their expectations and plans for the Communications Committee. Paul Jameson attended and provided consult regarding the website, management of contact lists, and the posting of materials.

2. Open Session:

- a. The minutes for the December meeting 2010 were approved.
- b. **Communication Committee.** The group discussed the need for the Communication Committee to serve as the webmaster for the POA, post announcements and minutes of meetings. There was also discussion regarding various versions of notification lists, programs for managing the website, and the concern for posting member personal information on the net for non-member viewing. Betsy provided the board with data regarding her e-mail blast for updating addresses; 132 emails were sent, 53% were opened by the recipient.
- c. **POA Contact List.** Michele and Betsy were asked to serve as lead for the maintenance of the contact sheet. Numerous lists have been promulgated making it difficult for the various groups and contractors to follow changes to a master list. Michele and Betsy indicated that the request by the board was not something they had planned on and that the potential work load might be more than they might be capable of doing promptly. The board tabled the idea pending a later discussion.
- d. **Financials.**
 - 1) The Balance Sheet as of 9 January 2011 and the Profit & Loss statement for January through December 2011 were reviewed and found to be in order.
 - 2) Kim Reedy will prepare to mail Annual Dues statements to be due January 31, 2011. David Bell will confirm with the former board to ensure that liens for property owners who are in arrears more than two years have been filed.
 - 3) The board discussed IRS filing requirements for the POA and will look into the issue further. Kim Reedy will look into previous records. Form 1099 will be produced for POA contractors.

- 4) The board has asked Paul Jameson to inquire with Go Daddy and the website host regarding the possibility of setting up a draft payment plan rather than depend on Paul to pay the bill and then apply for reimbursement. The board is not inclined to apply for a check cashing card. The new board members signed signature cards. The board will also look into the Pay Pal option.
- e. **Web Training.** Web training for new board members was discussed and a decision was made that additional training was unnecessary for the time being.
- f. **Spring Meeting.** A tentative date of April 16th was set for the spring meeting. It was decided by the board to do a postcard mail-out notification for the members. Lisa Dreher will inquire as to a location. The board will consider invitees.
- g. **Front Entrance Flags.** New front entrance flags were installed in January with replacements put on order.

3. Closed Session:

- a. **CCR Violations.** No new CCR issues/violations have been brought to the attention of the board.
- b. **Building Materials.** The board sent a certified letter to the owner of a lot where building materials are located on the lot for an extended period.
- c. **Vehicle.** The board has discussed with a resident the issue pertaining to a vehicle that is parked on a lot.
- d. **Residence.** The board continues to make efforts regarding a structure that is the subject of unapproved modifications from the original application.
- e. **Lot Purchase.** David Bell has corresponded with a potential member regarding the removal of trees and POA dues. The potential member has agreed to speak with the board regarding his intentions should the purchase be completed.
- f. **Attorney for ACC issues.** An attorney has been identified to provide legal counsel to the board regarding ACC issues. David Bell will draft a letter and correspond accordingly.
- g. **POA Master List.** Lisa Dreher and Bob Siddall agreed to work to identify the issues in developing a master list, access, and where it should be posted.
- h. **Postal Easement.** Lisa Dreher will research the situation regarding the postal easement that is believed to be held by the Post Office for the front cluster boxes.
- i. **Committee Rotation Policy.** David Bell will present a draft ACC member rotation policy to the Chair of the ACC and ask her to attend next month's meeting to discuss.

4. Adjournment:

- a. The meeting was adjourned at 9:00 PM.