

**FINAL  
CANYON RIDGE SPRINGS POA  
BOARD MEETING MINUTES  
FEBRUARY 8, 2020**

A meeting of the Board of Directors of Canyon Ridge Springs POA was held on Saturday, February 8, 2020, at 9:30 a.m., at 25007 Montana Creek Crossing. Susan Fisher called the meeting to order at 9:32 a.m.

**Board Members Present:** Susan Fisher, President; Candy McGuire, Vice President; James Kitchens, Treasurer; Rick Guerrero, Member-At-Large; and Sean Finke, Secretary.

**Proof of Notice of Meeting:** The notice of the meeting was posted on the bulletin board and website 2 weeks prior to the date of the meeting.

**Approval of Minutes:** The Board previously approved the minutes of the last board meeting held on December 14, 2019. Those minutes were posted on the bulletin board and are available on the website.

**OFFICER REPORTS:**

**President:** Susan reported:

- Obtained lot owner approval to trim trees with low hanging branches over roadways.
- Trimmed low hanging branches over roadways with the help of volunteers in the following areas
  - Front Gate
  - Easement across from lot 73
  - Easement of lots 18, 24, 44, 45, 46, 47 and 71
- Notified POA regarding community chipping in the park
- Rented chipper and chipped branches trimmed as well as any branches that POA Members brought to the park or left by the road
- Sent out New Directory to POA Members
- Sent out Welcome Packet to New Owners
- It was also noted that the Board might consider trimming and chipping again in November/December 2020 not only focusing on keeping the roadways clear but also the trees in the park. It was also suggested that if the budget allows that in addition to renting a chipper the Board should also consider renting a lift bucket allowing volunteers to safely trim higher in the trees as well as seal all cuts with pruning paint. This would in all likelihood take care of tree trimming in these areas for a few years.

The President's Report was submitted for filing with the Records of the CRS POA

**Treasurer:** James provided his report:

- **Financials**                      as of January 31, 2020  
  
Capital Balance                      \$182,728.05  
Checking Acct                      \$ 32,244.16
- One resale of TWO lots were finalized
- January expenditures (non recurring)
  - Gate repairs - \$1,230.93
  - Annual meeting - \$398.49
  - Flowers for David Hunt - \$91.96
  - Software protection - \$74.71

- Assessments collected on 99 of 109 lots. Reminders will be sent out in coming week

The Treasurer's Report, along with attachments, was submitted for filing with the Records of the CRS POA

### **COMMITTEE REPORTS;**

Architectural Review Committee (ARC): Candy reported:

- Lot 99 – approval of home

Fall Picnic:

- \$500 budget will remain for this year

Firewise:

- When a burn ban is issued with either Travis or Burnet County, the Board asks that the entire Community adhere to it per CRS Burning Guidelines. Part of the purpose of the Burn Guidelines was to have the Community operating under one set of guidelines. As stated in initiating the Burn Guidelines the Board used the most stringent of the two counties.
  - The "Burn Ban" sign will represent this. Al Garcia is in charge of the "Burn Ban" sign.
  - A "Burn Ban" notice will also be placed on the website--again, if either Travis or Burnet Counties are in a burn ban, CRS will be in a burn ban.

Infrastructure Maintenance Committee (IMC): Sean reported:

- Due to immense disrepair of fence, bids will be obtained for the following possible solutions
  - Minimal replacement of damaged posts and rails by CRS volunteers spanning several "workdays"
  - Replacement of same damaged posts and rails by an outside Fence Company
  - Total replacement of fence using various alternative materials
- Order and replace light at front gate in coming weeks
- Contacting Austin Estate Gate regarding lowering inspection frequency as a way to cut costs in the coming week

Nominating Committee:

- A nominating committee will be formed this year to replace TWO upcoming vacancies

### **UNFINISHED BUSINESS:**

- Bylaws
  - Still in non-compliance due to not enough ballots being cast to change

### **NEW BUSINESS:**

- 2020 Board Positions:
  - Susan Fisher - President
  - Candy McGuire - Vice-President
  - James Kitchens - Treasurer
  - Sean Finke - Secretary
  - Rick Guerrero - Member-At-Large

- 2020 Committees (Active)
  - All volunteers for the various Committees will be sent an email regarding their positions and who their Chair Person will be
  - Fall Picnic
    - This committee does not require a member of the Board to be its chairperson; therefore, the Board feels that this committee can establish amongst their selves who will chair the committee and report that information to the Board.
    - The Budget for the Picnic will remain at \$500
  - The Bylaw committee will be activated and chaired by Susan with at least two other volunteers to hopefully obtain enough votes to:
    - Change incorrect contact info within the Bylaws
    - In addition to acquiring enough votes to bring the Bylaws in compliance by changing the email and website addresses. Adding in a clause that would allow for Board to make certain administrative changes without POA Membership approval, i.e. changing email and website addresses
- Proposed new Committee “Neighbor Helping Neighbor” with Susan as chair. The idea for this committee would be:
  - Continue utilizing our CRS community “Meal Train”
  - There are times when some of our neighbors may need help in getting some tasks accomplished around their home. This committee would gather volunteers to help accomplish those tasks
  - A motion was made and all were in favor of creating “Neighbor Helping Neighbor”
- Infrastructure needed expenditures
  - There is a need to invest in several CRS assets within the coming year
  - All large projects will be put before the board for approval

The next regular board meeting will be held on Tuesday, May 19, 2020, @ 7:00 p.m., at 12201 Montana Springs Dr.

A motion was made, and all were in favor to adjourn the meeting. The meeting adjourned at 10:29 a.m.

Respectfully submitted,  
Sean Finke. CRS POA Secretary