**CAROLINA CROSSING SOUTH**

**HOMEOWNERS ASSOCIATION**

**BOARD MEETING**

**FEBRUARY 13, 2013**

CALL TO ORDER: Ken Mamot (President of the Board) officially called the meeting to order at 6:30 PM.

ATTENDEES:

HOA Board: Ken Mamot (President), Tom Lake (Vice President), Victoria Panzer (Secretary) and Diane Munoz (Procomm Manager) were present. Rob Crow (Treasurer) and Dee Buckley (Member at Large) were absent.

HOA Members: Don Kraft, John and Elaine Ostrowski, Hannelore Hills, Tom and Irma Doskal, Danielle Griffin, Ray York, and Dawna Bordelon were present.

APPROVAL OF PREVIOUS MINUTES: Minutes from the previous HOA meeting were read. Ken Mamot made a motion to approve the minutes as read. The motion was seconded and passed.

FINANCIAL REPORT: Ken Mamot presented the financial report on behalf of Rob Crow. Tom Lake motioned to approve the report. The motion was seconded and passed.

Account Balances as of December 31, 2012

FAB Operating $ 19,747.56

Randolph Brooks Checking $ 27,886.63

Randolph Brooks Savings $ 18,489.37

Total $ 66,123.56

 Delinquencies as of 2-7-13

2 Payment Plan $ 1,289.39

2 30-Remind $ 294.13

10 Current $ 799.95

Total $ 2,383.47

UNFINISHED BUSINESS:

Website and Maintenance: Victoria Panzer reported that upon volunteering to manage the previously established HOA website, all four different services and their payment dates were staggered. She intends to align all payments to be due at the same time. The only required payment for 2013 was paid. She requested 2-year service. In January 2014 only one different service will require payment. At that time one-year service will be purchased. In January 2015 all required services and payments to operate the HOA website will be due to be paid. At that time whomever assumes the HOA website can opt to pay for 1, 2, or 3 years of service without the payments being staggered.

Maintenance and Repairs:

 Entry Gates: Victoria Panzer presented three bids for gate repair and maintenance for discussion. Tom Lake made a motion to select J&P Doors to complete repairs and Procomm/Associa Gate Services to provide quarterly maintenance. The motion was seconded and passed.

 Fence: Ken Mamot presented six bids for fence repair and painting for discussion. After deliberating extensively while addressing limited funds, normal wear and tear and homeowner stress on the fence, the board agreed that we should fix and paint the fence now. The board should explore other fence and funding options for long- term replacement. Victoria Panzer made a motion to select J.B. Maintenance to repair and paint. The motion was seconded and passed. Contracts for the gate repairs, gate maintenance and fence repairs and painting were approved and signed.  Ms. Munoz (ProComm) will execute the contracts.

 Landscaping: An interested landscaper provided a bid to provide services to the common area. The board will seek additional bids.

NEW BUSINESS:

Decorations: Victoria Panzer reported that the community holiday decorations consist of several lines of garland and a few strands of lights that cannot be optimally utilized. The Buckley family donated the garland, wreath and bows used this past season. She made a motion to discard remaining HOA decorations. The motion was seconded and passed.

Common Lighting: Ken Mamot reported that the bulbs for street lighting are provided by GVEC, not HOA funds.

Road Damage: Members noticed cracks and holes on the road near the entrance and exit. The board is contacting professionals to assess the condition of the streets.

Vandalism: Some neighbors reported feces strategically placed on vehicles and porches. Be alert.

Bees: The City of Schertz reports numerous calls this year regarding huge bees nests. For the safety of all, homeowners are encouraged to have larger bees nests removed professionally. Remember, loud noises and activity agitates bees. Check your yards for bees before starting your lawn mover.

Spring Yard Sale: The Board seeks a volunteer to organize a spring yard sale.

NEXT MEETING: The next HOA Meeting will be 8 May 2013, 6:30, Schertz Library, Room 2 (inside the Children’s Library).

ADJOURNMENT: The meeting was adjourned at 7:55 PM.

 Respectfully Submitted,

 VICTORIA L. PANZER

 SECRETARY

 CCSHOA