

**Castlewood Home Owners Association
Monthly Board Meeting
January 20, 2016
Board Meeting Minutes**

Tony Leone, President
Mike Murphy, V. President
Cris Manning, Secretary
Amber Coddington, Treasurer
Amy Alsaffar, Director

Call to Order

The meeting was called to order at 6:59 PM by President Tony Leone.

Establish Quorum

Quorum was established as all board members were in attendance. Also present were Community Manager, Melissa Verde, and 1 guest.

Approve Minutes of Previous Meeting

Mike read the minutes from November 18, 2015. Mike moved to accept; Amber seconded and the minutes were approved as written.

President's Report

No report

Treasurer's Report

Amber presented the financial position for December. Total operating cash was \$136,170.90. Reserves cash was \$121,269.42. Reserves expenses for the month were \$5,830.36 for irrigation wiring replacement, clubhouse speakers and camera. Mike moved to transfer the Operating surplus into Reserves for 2015 and after every year-end, moving forward. Amy seconded, and motion carried.

Manager's Report

Melissa Verde gave a facility update including sidewalk locations needing repair, and recent wall repair.

Open Floor

Melissa provided some information to the board regarding the new Texas "Open Carry" law and related sign requirements. No action at this time.

Unfinished Business

- No unfinished business.

New Business

- Board unanimously agreed to keep the same officers for the new term.
- Mike moved to continue Calloway's Good Neighbor (Yard of the Month) Program for 2016; Amber seconded; motion carried.
- Board reviewed request from homeowner to allow jumping balloon on common grounds during her clubhouse rental. Board agreed unanimously to include in the clubhouse rental agreement, an indemnity and release clause indemnifying the homeowner for damages to or caused by any equipment they bring in for an event during a rental period.
- Board agreed to accept Highland Shores HOA's invitation to participate in Rough Riders Game Day social event.

Executive Session Summary

Board adjourned to Executive Session at 7:42 PM. Board discussed 7 delinquent accounts and 1 legal account status.

The meeting was adjourned at 7:57 P.M.

Consent Agenda

| | | | |
|---------|--|------------|-----------------|
| 2/9/16 | Approve for swim team signs as spirit signs | 3Y, 0N, 0A | Approved |
| 1/29/16 | Approve Mosquito Joe proposal for sponsorship & purchase 9 extra treatments for 2016 | 5Y, 0N, 0A | Approved |

Board President

Date