**CAROLINA CROSSING SOUTH**

**HOMEOWNERS ASSOCIATION**

**BOARD MEETING – AUGUST 24, 2011**

CALL TO ORDER: Mr. Elby Jones officially called the meeting to order art 6:31 PM

ATTENDEES:

Elby Jones, President

Judith Jones, Secretary

Don Kraft, Treasurer

Tom Doskal, Member-At-Large

Diane Munoz, ProComm Representative

BOARD MEMBER ABSENT: Pete Reis, Vice President

APPROVAL OF PREVIOUS MINUTES: Minutes from the previous HOA Board meeting were reviewed and discussed. A motion to approve the minutes, as read, was recommend by Tom Doskal and seconded by Don Kraft. The minutes were unanimously approved.

FINANCIAL REPORT: The financial report was reviewed and discussed by all board members. A motion to approve the financial report, as read, was recommend by Judi Jones and seconded by Don Kraft. The report was unanimously approved by the board.

OLD BUSINESS:

Road Coating: All roads were reviewed by the contractor and no warranty work is necessary. This item is considered closed.

Grass Sod Replacement: One pallet of Zoysia grass sod was planted by the landscape company on both sides of the entrance and exit gates. Cost to the HOA was $447.23. Board will need to follow up next year to finish putting grass in other vacant areas. This item is considered closed.

Reconfiguration of Lawn Area along Savannah Drive. Reconfiguration of the area where the Hackberry tree was removed has been completed. The landscape consists of metal edging, additional soil, several large rocks, 3 or 4 drought-tolerant plants, and mulch. Cost to the HOA was $123.78. The landscape company added a sprinkler head in the area at no cost to the HOA. This item is considered closed.

Procurement/Installation of Bollards. The board approved a quote of $375.00 to install bollards on each side of the gate box to prevent accidental damage to the box. Bollards are scheduled to be installed on August 26th. A self-help project will be required to fill the bollards with concrete and paint them. This item will remain open until completion of the project.

Identification of Common Use Area(s). Plats were obtained from the county records office in Seguin. They were provided to the legal department to determine the common use areas of the subdivision. Legal department returned their decision after review of the plats stating the HOA is responsible for a 50 ft space on each road way. Measuring from the middle of the road, the 25 ft distance includes all curbs, sidewalks, and a specific portion of all driveways. This determination means the HOA is responsible to fund for the maintenance and replacement of these areas. Reserve funds needs to be increased to cover these future expenditures. This item is closed.

Finish Fence Staining. Four remaining sections within the entrance area were stained during the month of June. This item is closed.

Updated HOA Bylaws. The Bylaw committee presented their recommendations to the board on June 30th. Changes were made to the draft Bylaws based upon their review and with approval by the board. It was also identified during this meeting that significant changes may be made to the Bylaws based upon legislation passed by the State of Texas. Mr. Elby Jones attended a legal conference in early July to hear discussions concerning all the new laws affecting HOAs. As a result of the new laws, the Bylaws were updated to reflect these new changes and sent to the Bylaw committee and HOA board on July 27th for review and comments. The Bylaw committee and HOA board need to work together to rework the updated Bylaws for adoption.

Repair of Walking Gate. Gate Services replaced the spring on the gate so it would close and secure after being opened. Cost to the HOA was $243.88. This item is closed.

Movement of Sprinkler in Entrance Island. The HOA board approved the landscape company to move a sprinkler in the middle island at our entrance. The sprinkler was found to be located under an existing tree. By leaving the sprinkler head in this location would rot the wood and not allow for correct water coverage. Cost to the HOA was $81.10. This item is closed.

Increasing Quarterly Assessment. The need to increase HOA quarterly assessments was discussed by the board. Mr. Tom Doskal sponsored the motion to increase the assessments by $8.00 per quarter beginning January 1, 2012. The new quarterly assessment will now be $88.00 vice $80.00 per quarter. The increased amount from each assessment will be deposited into the HOA reserve account. The motion was seconded by Mr. Don Kraft and was unanimously approved by all board members in attendance. To comply with the existing HOA Declarations, formal notice of this increase will be sent to all homeowners at least 30 days prior to implementation.

NEW BUSINESS:

Gate Repairs. Since the last HOA Board Meeting the gate company has responded to four requests for maintenance. To date we have received one bill in the amount of $106.02 to check the phone line. Three other requests have not billed yet by the company. They are (1) Repair call box from being hit; (2) Repair/replace chain at the entrance gate, and (3) Checking phone line at the call box.

Sprinkler System Repairs. Since the last HOA Board Meeting the landscape company has responded to three requests for sprinkler repair. The first request was to repair a wire break in Zone 10 at a cost to the HOA of $270.63. We also authorized work to repair the wires to increase water pressure on the east side of the fence. This was at a cost of $514.20. It was also determined maintenance was needed at the west side (island) of Savannah Drive. Their estimate was $250.00. Board was also informed we may need maintenance on the east side (island) of Savannah Drive also.

New Texas HOA Laws. The new Texas laws affecting HOAs were discussed and the impact they will have on our HOA. The majority of these laws have already been reflected in the recently updated Bylaws for the HOA.

Maintenance of the HOA Web Site. A determination needs to be made as to who will be responsible to maintain a HOA Web Site as the current individual will be leaving the subdivision. Continuance of a web site will be very instrumental to the HOA as we implement all the new Texas laws.

Resignation of HOA Board Members. Mr. Elby Jones (President) and Mrs. Judith Jones (Secretary) submitted their resignations to the board. The resignations are effective August 31, 2011.

NEXT MEETING: The next meeting will be the HOA Annual Meeting. This will held at the Schertz Library on November 15, 2011.

ADJOURNMENT: The meeting was adjourned at 8:00 PM.

Respectfully submitted

JUDITH L JONES SECRETARY HOA CC SOUTH