



**MONTHLY BOARD MEETING MINUTES**  
**October 1, 2019**

**Board Member Attendance:** (✓) as appropriate

| Present | Absent | Board Member             |
|---------|--------|--------------------------|
| ✓       |        | Alderson, James          |
| ✓       |        | Freeland, Gary           |
| ✓       |        | Harper-Swakhofer, Ronnie |
| ✓       |        | Hocher, Mark             |
| ✓       |        | Tricia Buford Markuson   |
| ✓       |        | Romano, Sherrel          |
| ✓       |        | Nidever, Craig           |
| ✓       |        | Ruffing, Jim             |

**Quorum Present: Yes**

**PROCEEDINGS:** Call to Order 7:00 PM

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees)** Henry Steinhagen, Keith Markuson, Ken Romano, Michael & Jackye Bannister

**SECRETARY**

September 3<sup>rd</sup>, 2019 Board Meeting Minutes adopted by unanimous consent

**TREASURER**

**Financial Reports-** Close of Business September 2019 = Net Loss \$6,134.11

**Bank Account Summary:**

**Balance - Operating Account** \$5059.94

**Balance - Money Market Account** \$14,715.52

**Total in Bank Accounts** \$19,775.46

**2019 YTD Income Stats of Interest:**

| Line Item                             | Y-T-D \$           | Of 533 Prop Owner: Participation | Percent of Total Property Owners |
|---------------------------------------|--------------------|----------------------------------|----------------------------------|
| Voluntary Special Assessment \$105.00 | \$8,679.00         | 82.3                             | 15.4                             |
| Annual Dues \$24.00                   | \$8,149.92         | 378                              | 70.9                             |
| Pool Key Sales                        | \$7,251.00         | 71                               | 13.2                             |
| <b>Total Y-T-D Key Income</b>         | <b>\$24,079.92</b> |                                  |                                  |

## **COMMITTEE REPORTS**

### **Maintenance**

Dusk to Dawn Pool Lights are not performing consistently – Craig will investigate wiring and seek electrician assistance if required.

### **Architectural**

No Permits Requested

### **Webmaster**

Nothing new to report regarding the website

### **Social**

No Clubhouse Rentals this month.

Game night at the Clubhouse remains popular with Bunco and Card/Domino games.

## **UNFINISHED BUSINESS**

-Property Owner Survey scheduled to be released (by email) early October, with two-week response window. Jim to announce this event on NextDoor and solicit property owner current emails in order to participate. Survey outcomes are projected to spearhead very important Ballot Voting for our Annual Meeting (Dec 6<sup>th</sup>). This could well be a turning point in the life and times of our POA. The YTD Key Income Stats above tell a troubling story that ends with a question of sustainability.

- Pool Cover will be purchased and (self-perform) installed for the off season. Craig has a not to exceed budget \$600. to implement.

- QuickBooks Online Pro will be purchased near term to ensure adequate schedule for training and onboarding for new Treasurer candidate (S. Romano). System reporting "Going Live" on or before Jan 2020.

- Alderson will have dead tree taken down (Irene entrance to Tennis Court) \$200 budget

- Haire v Coleman v CLVWPOA Update:

All parties met with the Mediator in January of this year. A Mediation Settlement Agreement (MSA) was developed and executed by all parties.

Subsequently, it was learned the Haire's were unable to satisfy the terms. The POA has expended ~\$10,000. in legal fees and this lawsuit has not progressed since December 2017. The POA was informally notified of a September 18th court hearing wherein (we understand) the MSA was nullified and the Haire's requested a Jury Trial.

The Haire's amended petition makes it clear this litigation is strictly between the Haire's and Coleman's. Your Board has requested the POA be dismissed from this suit by the Coleman's on a number of occasions over the past two years....without success. Thus, the POA has no option but to plan for the possibility of additional legal expenses....possibly into 2020. This will impact our ability to secure reduced D&O Insurance rates in 2020.

## **NEW BUSINESS**

- Speed Limit sign is down on Colleen and should be replaced by the County. Ronnie to discuss when she talks to Donna Eccleston.

- Neighborhood Garage / Crafts sale suggested as a fund raiser for the POA. Sell Booth spots in the Clubhouse Parking Lot for interested parties. Agreed to pursue further during Spring 2020.

## **OPEN FORUM**

Next Board Meeting scheduled for November 5<sup>th</sup>, 2019

*Closed Board Meeting Immediately Following*

**ADJOURNMENT – 8:18 PM**



**MONTHLY BOARD MEETING MINUTES**  
**September 3, 2019**

**Board Member Attendance:** (✓) as appropriate

| Present | Absent | Board Member             |
|---------|--------|--------------------------|
|         | ✓      | Alderson, James          |
| ✓       |        | Freeland, Gary           |
| ✓       |        | Harper-Swakhofer, Ronnie |
| ✓       |        | Hocher, Mark             |
|         | ✓      | Tricia Buford Markuson   |
| ✓       |        | Romano, Sherrel          |
|         | ✓      | Nidever, Craig           |
| ✓       |        | Ruffing, Jim             |

**Quorum Present: Yes**

**PROCEEDINGS:** Call to Order 7:00 PM

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees)** Henry Steinhagen, Beverly and Art Simms

**SECRETARY**

August 6, 2019 Board Meeting Minutes adopted by unanimous consent

**TREASURER**

**Financial Reports-** Close of Business August 2019 = Net Loss \$1,073.07

Transfer from savings to checking

**Bank Account Summary:**

**Balance - Operating Account** \$11,194.05

**Balance - Money Market Account** \$14,815.52

**Total in Bank Accounts** \$26,009.57

**2019 Mid-Year Income Stats of Interest:**

| Line Item                             | Y-T-D \$           | 533 Prop Owner Participation | Percent of Total Property Owners |
|---------------------------------------|--------------------|------------------------------|----------------------------------|
| Voluntary Special Assessment \$105.00 | \$8574.00          | 81                           | 15.2                             |
| Annual Dues \$24.00                   | \$8125.92          | 377                          | 71                               |
| Pool Key Sales                        | \$7251.00          | 71                           | 13                               |
| <b>Total Y-T-D Key Income</b>         | <b>\$23,950.92</b> |                              |                                  |

**QuickBooks Online Plus:** Benefits were discussed in terms of Board Member access to POA financials (as needed/required) as well as direct interface/transparency with the POA Accountant. Unanimous agreement the Board has had this need for some time and as we usher in our 2020 Treasurer (Sherell Romano) – this tool will greatly assist in POA financials training and onboarding. Motion carried to pursue a competitive 2020 annual subscription not to exceed a \$500.00 budget allowance. This will become a new Operating Budget line item.

## **COMMITTEE REPORTS**

### **Maintenance**

Dusk to Dawn Pool Lights are not performing consistently – Craig will investigate and remedy during second week of September.

### **Architectural**

No Requests for Approvals Received

### **Webmaster**

Website related annual subscription renewals are due this month;

CLVW Domain \$20.99

Website Builder \$179.88 + Tax (\$212.92)

### **Social**

-No Clubhouse Rentals during August

-Bunco and Card Game Night increase in popularity

-Welcome Packets for new Property Owners will be distributed again September 9<sup>th</sup>

-Identified Six Property Owners will to help with Pool Maintenance – to help reduce costs

## **UNFINISHED BUSINESS**

-Property Owner Survey development is gaining traction and will be issued during October via email to all Property Owners who have updated their address through our website with Jim Ruffing. This survey will ask Property Owners very important questions about how we might manage the future of our community. The results will serve as a springboard to important ballot votes for our December 6<sup>th</sup> Annual Mtg. Please be responsive to this survey.

-Gary visited the Brush Pile near Tennis Court (off Irene) and feels it can be burned once we have a bit of consistent rainfall. Quite possibly our lawn maintenance contractor can assist with a Safe Burn.

## **NEW BUSINESS**

- The Board will begin Annual Meeting Prep immediately after the October Monthly Board Meeting

- A few good ideas were brought forward regarding developing a bit more Property Owner interest in the Pool. Needs to be “landed” with a implementation plan to move forward this year.

## **OPEN FORUM**

Next Board Meeting scheduled for October 1<sup>st</sup>, 2019

Closed Board Meeting Immediately Following

**ADJOURNMENT – 8:10 PM**



**MONTHLY BOARD MEETING MINUTES**  
**August 6, 2019**

**Board Member Attendance:** (✓) as appropriate

| Present | Absent | Board Member             |
|---------|--------|--------------------------|
| ✓       |        | Alderson, James          |
| ✓       |        | Freeland, Gary           |
|         | ✓      | Harper-Swakhofer, Ronnie |
| ✓       |        | Hochoer, Mark            |
| ✓       |        | Tricia Buford Markuson   |
|         | ✓      | Romano, Sherrel          |
| ✓       |        | Nidever, Craig           |
|         | ✓      | Ruffing, Jim             |

**Quorum Present: Yes**

**PROCEEDINGS:** Call to Order 7:12 PM

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees)** Henry Steinhagen, Cole Cantrell, Lydia and Floyd Pfeffer, Keith Markuson

Jeremiah (Ruby Finn Pool Service) presented a compilation of cost data(attached) for Service and Chemicals across nearby neighborhood pools for information and discussion. Jeremiah believes that the auto chlorination system that was installed is doing what it should be doing. When comparing July 2018 and July 2019, we see a 42% decrease in chemical costs. Jeremiah feels we can maintain a similar cost for August and September, and likely will cut the cost in Oct - Dec by more than half, to around \$200 per month.

For additional cost savings, Jeremiah discussed reducing the service that we are receiving. This could be a problem with the condition of the plaster, that promotes algae growth. If you were to have volunteers brush the pool, skim net the surface, and clean out skimmer, it would help reduce service-related costs. Here's what the numbers look like, if we were to cut back on service days:

|                    |          |
|--------------------|----------|
| August 2 x Week    | \$385.02 |
| September 2 x Week | \$330.03 |
| October 1 x Week   | \$275    |
| November 1 x Week  | \$220    |
| December 1 x Week  | \$220    |

For resurfacing the pool and pool cover budget bids, Jeremiah recommends contacting Pools Unlimited at [poolsunlimited.net](http://poolsunlimited.net) based in Bulverde, TX.

## SECRETARY

June 2, 2019 Board Meeting Minutes adopted by unanimous consent

## TREASURER

**Financial Reports-** Close of Business July 2019 = Net Gain \$233.64

Transfer from savings to checking

**Bank Account Summary:**

**Balance - Operating Account \$12,269.12**

**Balance - Money Market Account \$14,715.14**

**Total in Bank Accounts \$26,984.26**

### 2019 Mid-Year Income Stats of Interest:

| Line Item                                | Y-T-D \$    | 533 Prop<br>Owner<br>Participation | Percent of Total<br>Property Owners |
|--|-------------|------------------------------------|-------------------------------------|
| Voluntary Special<br>Assessment \$105.00 | \$8574.00   | 81                                 | 15.2                                |
| Annual Dues \$24.00                      | \$8005.92   | 372                                | 69.8                                |
| Pool Key Sales                           | \$7151.00   | 77                                 | 14                                  |
| Total Y-T-D Key Income                   | \$23,730.92 |                                    |                                     |

## COMMITTEE REPORTS

### Maintenance

Craig has stained the Clubhouse stairway – almost complete and looking good. May apply an additional slip resistant coating on the stairs. All in all – coming along nicely. Dawn to Dusk lights have been installed for pool area (Safety Code). One light set not performing, and Craig will troubleshoot.

### Architectural

584 Susie -Pool Approved and 1448 Amanda – Deck Approved

Gary reminded the attendees our Deed Restriction's do not address Property Rentals; thus, we cannot arbitrarily prohibit.

### Webmaster

Nothing new to report

### Social

Wedding last weekend was deemed a successful event and the monthly Domino/Bingo and Bunko social events are enjoyed by those who attend.

These events are currently scheduled for the 3<sup>rd</sup> Wednesday of each month. Stay tuned to NextDoor for announcements.

## UNFINISHED BUSINESS

Property Owner Survey still “under construction”

## **NEW BUSINESS**

Brush Pile near Tennis Court (off Irene) Allen Webb (nearby property owner) weighed in – probably better to try to burn once we have another rainy season (we are currently in a Burn Ban. Additionally, he felt the pile was accessible by vehicle – should we like to have it hauled off. Cole Cantrell mentioned he would have access to a tractor in a few weeks and offered to help move the brush into smaller piles....easier to manage whether burn or haul off. Craig mentioned he would take a look as well.

## **OPEN FORUM**

Next Board Meeting scheduled for September 3<sup>rd</sup>, 2019

**ADJOURNMENT – 8:23 PM**



**MONTHLY BOARD MEETING MINUTES**  
**July 2, 2019**

**Board Member Attendance:** (✓) as appropriate

| Present | Absent | Board Member             |
|---------|--------|--------------------------|
| ✓       |        | Alderson, James          |
| ✓       |        | Freeland, Gary           |
| ✓       |        | Harper-Swakhofer, Ronnie |
| ✓       |        | Hocher, Mark             |
| ✓       |        | Tricia Buford Markuson   |
| ✓       |        | Romano, Sherrel          |
|         | ✓      | Nidever, Craig           |
| ✓       |        | Ruffing, Jim             |

**Quorum Present: Yes**

**PROCEEDINGS: Call to Order: 7:01 PM**

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees)** Henry Steinhagen, Cole Cantrell, Ken Romano

**SECRETARY**

June 4, 2019 Board Meeting Minutes adopted by unanimous consent

**TREASURER**

**Financial Reports-** Close of Business June 2019 = <<sup>1</sup>\$10,952.27>

Transfer from savings to checking

**Bank Account Summary:**

**Balance - Operating Account \$12,035.48**

**Balance - Money Market Account \$14,714.77**

**Total in Bank Accounts \$26,750.25**

**2019 Mid-Year Income Stats of Interest:**

| Line Item                             | Y-T-D \$           | Prop Owner Participation | Percent of Total Property Owners |
|---------------------------------------|--------------------|--------------------------|----------------------------------|
| Voluntary Special Assessment \$105.00 | \$8574.00          | 81                       | 15.2                             |
| Annual Dues \$24.00                   | \$7813.92          | 364                      | 68.3                             |
| Pool Key Sales                        | \$6451.00          | 70                       | 13                               |
| <b>Total Y-T-D Key Income</b>         | <b>\$22,838.92</b> |                          |                                  |

**2019 Income v Expense Forecast (End of June) = \$9,067.00**

<sup>1</sup> D&O Liability Insurance – Annual Premium \$12,480.00



Concerns surrounding Pool Maintenance Costs were tabled (comparing 2018/2019) and Mark will contact Jeremiah (Ruby Fin Pool Service) to present explanations at the August Board Meeting.

Funding is not available to pursue Capital Improvement Projects this year.

## **COMMITTEE REPORTS**

### **Maintenance**

Village West Entrance Sign – Letters received a paint touch up  
Fort at Clubhouse repaired

### **Architectural**

Two (2) Permit applications received approval  
559 Susie 8x10 Storage building  
1011 Amanda 1500 ft<sup>2</sup> new build residence

### **Webmaster**

Nothing new to report

### **Social**

2 Clubhouse rentals this month  
Domino Night schedule for July 10<sup>th</sup> – NextDoor announcement forthcoming  
Initial Ladies Bunko Night deemed a success (13 attendees). Now scheduled for the 3<sup>rd</sup> Wednesday of each month.

## **UNFINISHED BUSINESS**

Property Owner Survey still “under construction”

## **NEW BUSINESS**

Report of a Brush Pile near Tennis Court (off Irene) that needs to be burned. Gary will investigate and determine if this can be accomplished safely. Is there Property Owner water nearby that can be used to control the fire. Mark will try to reach out to a nearby property owner and report back as well.

## **OPEN FORUM**

Next Board Meeting scheduled for August 6<sup>th</sup>, 2019

## **ADJOURNMENT – 7:45 PM**



**MONTHLY BOARD MEETING MINUTES**  
**June 4, 2019**

**Board Member Attendance:** (✓) as appropriate

| Present | Absent | Board Member             |
|---------|--------|--------------------------|
| ✓       |        | Alderson, James          |
| ✓       |        | Freeland, Gary           |
| ✓       |        | Buford-Markuson, Tricia  |
|         | ✓      | Harper-Swakhofer, Ronnie |
| ✓       |        | Hocher, Mark             |
|         | ✓      | Nidever, Craig           |
| ✓       |        | Ruffing, Jim             |

**BOD Quorum Present: Yes**

**PROCEEDINGS: Call to Order: 7:01 PM**

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees),** Ken & Sherrel Romano, Beverly Simms, Keith Markuson, Tracy Hastings, David & Theresa Ricker (picking up pool access key)

**SECRETARY**

May 7, 2019 Meeting Minutes adopted by unanimous consent.

**TREASURER**

**Financial Reports-** Close of Business May 2019 Income v Expense +\$1,918.45

**Bank Account Summary:** \$22,987.75

**Balance - Operating Account:** \$22,987.75

**Balance - Money Market Account:** \$14,714.41

**Total in Bank Accounts:** \$37,702.16

**To Date Property Owner (533) Financial Participations:**

2019 Pool Access Key Purchases = 56

2019 Voluntary Special Assessment Property Owner Participation = 15%

2019 Annual Assessment/Dues Participation = 67%

## COMMITTEE REPORTS

### Maintenance

- White Paint (Clubhouse Trim Peeling) and Stain for Stairway has been purchased and now waiting for a weather “dry out” period to apply – continued from May.
- Pool Rescue Pole replaced due to deterioration/splintering

### Architectural

No permit approvals during May.

### Webmaster

Nothing new to report

### Social

- Bingo Night @ Clubhouse 6:30-8PM, June 6<sup>th</sup> confirmed
- June 22 Clubhouse Rental reservation in place
- New Property Owner Welcome Packets received from Wilma Stice
- Ken & Sherrel will open the pool Sunday, June 16<sup>th</sup>

## UNFINISHED BUSINESS

Pool Monthly Maintenance Cost: Craig to invite Jeremiah (Ruby Finn Pool Service) to speak at the July 2<sup>nd</sup> Board Meeting

## NEW BUSINESS

-Motion carried, to accept Sherrel Romano as a 2019 Member At Large. Sherrel will be in training for the balance of 2019 to be considered for the 2020 Treasurer position.

## OPEN FORUM

- Concerns expressed by two Property Owners around Pool Members openly unlocking the gate allowing nonmembers (teenage boys) to access the Pool area. The teenagers were viewed as loud, unruly and used foul language. Board counseled Members to call the CCSD and let the officer escort them out. Property Owners are not fond of this approach – in fear of retaliation. Unfortunately, a guaranteed solution may have POA cost ramifications.
- Post Meeting Comment: In example - 2019 Off Duty Officer Rate: <sup>1</sup>\$40.00/Hr. w/4 Hour Minimum

| 4 PM to 8 PM Onsite Pool Security |              |             |             |                       |                     |
|-----------------------------------|--------------|-------------|-------------|-----------------------|---------------------|
| Case Scenario                     | Service Days | 4Hr Minimum | \$ Per Week | Balance of Open Weeks | Budget Impact Total |
| Sat/Sun                           | 2            | \$ 160.00   | \$ 320.00   | 17                    | \$ 5,440.00         |

I have submitted a Sherriff's Office Extra Patrol Request 05June2019 in an attempt to stem this behavior - at no additional cost to the POA.

Next Board Meeting scheduled for July 2, 2019

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<sup>1</sup> \$50.00/Hr. (Holidays)

**ADJOURNMENT – 7:23 PM**



**MONTHLY BOARD MEETING MINUTES**  
**May 7, 2019**

**Board Member Attendance:** (✓) as appropriate

| Present | Absent | Board Member             |
|---------|--------|--------------------------|
| ✓       |        | Alderson, James          |
| ✓       |        | Freeland, Gary           |
| ✓       |        | Buford-Markuson, Tricia  |
| ✓       |        | Harper-Swakhofer, Ronnie |
| ✓       |        | Hocher, Mark             |
|         | ✓      | Nidever, Craig           |
| ✓       |        | Ruffing, Jim             |

**BOD Quorum Present: Yes**

**PROCEEDINGS: Call to Order: 7:01 PM**

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees),** Henry Steinhagen, Beverly & Art Simms, Keith Markuson,

**SECRETARY**

April 7, 2019 Meeting Minutes adopted by unanimous consent.

**TREASURER**

**Financial Reports-** Close of Business April 2019 Income v Expense +\$1,302.40

**Bank Account Summary:** \$21,219.30

**Transfer to Money Market:** \$150.00

**Balance - Operating Account:** \$21,069.30

**Balance - Money Market Account:** \$14,564.03

**Total in Bank Accounts:** \$35,633.33

**To Date Property Owner (533) Financial Participations:**

2019 Pool Access Key Purchases = 41 or 4% Participation

2019 Voluntary Special Assessment Property Owner Participation = 14%

2019 Annual Assessment Participation = 54%

Concern:

Having spent three years in the penalty box for 2016 litigation, our D&O Insurance available for Competitive Bidding this year. Concern: The POA remains entangled in the 2017 Haire v Coleman

litigation where January's MSA terms seem to have derailed. This condition will likely surface during Underwriters due diligence responding to our bid request.

## **COMMITTEE REPORTS**

### **Maintenance**

White Paint (Clubhouse Trim Peeling) and Stain for Stairway has been purchased and now waiting for a weather "dry out" period to apply.

Texas Administrative Code Pool Safety Audit Compliance:

1. Dawn to Dusk Lights and wiring has been purchased and will be installed near term.  
Clarification: This does not extend Pool Hours. Evening "illumination" is a Safety Measure.
2. Additional Signage Requirements (have been installed)

Thanks for these efforts, Craig.

### **Architectural**

No permit approval requests received during April.

### **Webmaster**

Jim reminded everyone to stay tuned to NextDoor as he is trying to keep the neighborhood posted on upcoming events/activities.

### **Social**

- Tricia thanked the Volunteers who supported the ice cream social last weekend, complementing our Pool Opening.
- Additionally, planning underway for the next Bingo Night – Stay tuned to NextDoor.

## **UNFINISHED BUSINESS**

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## **NEW BUSINESS**

-

## **OPEN FORUM**

Next Board Meeting scheduled for June 4<sup>th</sup>, 2019

## **ADJOURNMENT – 7:23 PM**

### **Closed Meeting called to order 7:40 PM**

#### **Summary**

The Board continues to show concern for weak financial participation by Property Owners. Property Owner sentiments towards our POA and maintenance of our common facilities seem "mixed".....but impossible to understand a "majority" position. A survey is now under development for Property Owners future response. Conducting this survey electronically was discussed – in hopes the "ease of response capability" will produce a robust participation. Property Owners are "encouraged" to participate in this survey as the results will play a role in "directing our community's future".



**MONTHLY BOARD MEETING MINUTES**  
**April 2, 2019**

**Board Member Attendance:** (✓) as appropriate

| Present | Absent | Board Member             |
|---------|--------|--------------------------|
| ✓       |        | Alderson, James          |
| ✓       |        | Freeland, Gary           |
| ✓       |        | Buford-Markuson, Tricia  |
|         | ✓      | Harper-Swakhofer, Ronnie |
| ✓       |        | Hocher, Mark             |
| ✓       |        | Nidever, Craig           |
| ✓       |        | Ruffing, Jim             |

**BOD Quorum Present: Yes**

**PROCEEDINGS: Call to Order: 6:58 PM**

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees)** Jeff & Tracy Hastings, Henry Steinhagen, Cole Cantrell, Beverly & Art Simms, Sylvia Buchta, Thomas Steyer, Tony Chirico, The Romanos

**SECRETARY**

March 5, 2019 Meeting Minutes adopted by unanimous consent.

**TREASURER**

**Financial Reports-** Close of Business March 2019 Income v Expense +\$5078.85

**Bank Account Summary:** \$20,066.90  
**Transfer to Money Market:** \$150.00  
**Balance - Operating Account:** \$19,916.90  
**Balance - Money Market Account:** \$14,413.68  
**Total in Bank Accounts:** \$34,330.58

**2019 Pool Access Key Purchases = 12 (as of this meeting)**

**COMMITTEE REPORTS**

**Maintenance**

Clubhouse Stairway:

- Craig is now examining adherence properties for a new slip resistant texture coating capable of being sprayed on steps as well as landings Craig will be sending out a request for volunteer painters near term.

- Craig installed a matching handrail on the left side of the stairway, thus increasing safety.....and now considering handrail installation for 1<sup>st</sup> stairway tier. Thank you, Craig

- Steel perimeter (pool) fence could use a coat of black paint (Rustoleum). It was suggested the fence should be “ruffed/cleaned/primed” before adding the topcoat.

Water leak (below grade) by pool pump house has been repaired and Ronnie has negotiated a CLWS refund ≈\$300. to offset our excessive water bill – caused by the leak.

### **Architectural**

No permit approval requests received during March

### **Webmaster**

Jim reminded the audience Meeting Minutes, Governing Documents, and Financials are posted on our website <http://www.village-west.org> for viewing / printing. Additionally, Annual Dues, Special Assessments, and Pool Access Key Fees and Pool Terms of Use are available to property owners as well.

### **Social**

- Tricia advised our first Bingo Night is now confirmed for April 18<sup>th</sup> 6:30-8:30 at the Clubhouse. Jim to assist with a NextDoor announcement this coming week.

- Clubhouse Rental for Graduation Party scheduled for June 2<sup>nd</sup>

### **UNFINISHED BUSINESS**

Pool signage and 911 phone (called out in a recent audit) : Craig will further discuss these requirements with Ruby Fin Pool Service – to be clear on exactly what is required.

### **NEW BUSINESS**

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### **OPEN FORUM**

Neighborhood crime was discussed – and agreed “awareness” and vigilance around keeping your personal property secure is the best path forward. See Something – Say Something: Property owners should not be bashful about alerting CCSD – they cannot manage what they do not understand.

Reminders: Clubhouse Property Spring Cleanup: Saturday, April 20<sup>th</sup>, 0900-1200  
Pool Opens Saturday May 4<sup>th</sup> 10:00 w/ Ice Cream Social @ 2:00

Next Board Meeting scheduled for May 7th, 2019

**ADJOURNMENT – 7:59 PM**





**MONTHLY BOARD MEETING MINUTES**  
**March 5, 2019**

**Board Member Attendance:** (✓) as appropriate

| Present | Absent | Board Member             |
|---------|--------|--------------------------|
| ✓       |        | Alderson, James          |
| ✓       |        | Freeland, Gary           |
| ✓       |        | Harper-Swakhofer, Ronnie |
| ✓       |        | Hocher, Mark             |
| ✓       |        | Nidever, Craig           |
| ✓       |        | Ruffing, Jim             |

**BOD Quorum Present:** Yes

**PROCEEDINGS:** Call to Order: 6:58 PM

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees)** Henry Steinhagen, Beverly and Art Simms, Tricia Buford Markuson, Mary Williams

**SECRETARY**

February 5, 2019 Meeting Minutes adopted by unanimous consent.

**TREASURER**

**Financial Reports-** Close of Business February 2019 Income v Expense +\$13,196.07

**Bank Account Summary:** \$15,138.05

**Transfer to Money Market:** \$150.00

**Balance - Operating Account:** \$14,988.05

**Balance - Money Market Account:** \$14,263.31

**Total in Bank Accounts:** \$29,251.36

**COMMITTEE REPORTS**

**Maintenance**

- Behr Cedar color tint oil-based stain received approval for handrails and vertical members of the front stairway as well as a Thompson's Clear Coat preservative with slip resistant texture for the steps and platform entering the Clubhouse.
- Additionally, Craig will purchase and install a matching handrail on the left side of the stairway, thus increasing safety.

## **Architectural**

Approvals during February:

Cantwell Guest House (202 Mary Ann): plans received final approval.

888 Barbara: Home addition

285 Cindy: Small Garage

1380 Colleen: Swimming Pool

1626 Amanda: 12x 50 RV Carport

## **Webmaster**

Now published on our website:

- Pool Terms of Use (to be completed and submitted with 2019 Pool access key payment)
- Pool Access Key distribution parameters
- Updated Fee POA Schedule

## **Social**

Tricia Buford Markuson has volunteered to serve as Social Committee Chair in a Member at Large capacity. Beverly Simms offered to support Tricia as well as Henry Steinhagen in a mentoring capacity where requested. Tricia will continue to assemble her support team. Thank you, and welcome aboard, Tricia.

## **UNFINISHED BUSINESS**

- Tricia will formulate a "pilot" BINGO event (held at the Clubhouse) to test the community's interest. Target date: April 16<sup>th</sup> - Stay tuned for her communications.
- 100 new Pool Keys are now available for mail and Board Mtg distribution and Pool gate lock Cylinder replacement has been completed. Vendor: Key Depot \$451.40

## **NEW BUSINESS**

- Jeremiah Smith w/ Ruby Fin Pool Service conducted a State/County Safety Code audit which revealed a need for corrective actions 1) night illumination of pool 2) 911 phone installation required.
- Jeremiah will secure (on our behalf) new Pool Brush, Skimmer, 1 Basket and 4 Skimmer Doors which are in need of replacement for the 2019 season.
- Additionally, he observed what he believes to be a water supply line underground leak as there is clear water standing in the pump house. – Craig to investigate
- Confusion looms with Property Owners (and Board) relative to our Voluntary POA status, POA membership, and Voluntary Special Assessments. As this is a new condition the Board must contend with, we will seek advice from Counsel with the goal of simplifying these conditions for ease of understanding. Stay tuned for a POA Special Meeting invitation.

## **OPEN FORUM**

No further business.

Next Board Meeting scheduled for April 2, 2019

**ADJOURNMENT – 8:50 PM**



**MONTHLY BOARD MEETING MINUTES**  
**February 5, 2019**

**Board Member Attendance:** (✓) as appropriate

| Present | Absent | Board Member             |
|---------|--------|--------------------------|
|         | ✓      | Alderson, James          |
|         | ✓      | Freeland, Gary           |
| ✓       |        | Harper-Swakhofer, Ronnie |
| ✓       |        | Hocher, Mark             |
| ✓       |        | Nidever, Craig           |
| ✓       |        | Ruffing, Jim             |

**BOD Quorum Present:** Yes

**PROCEEDINGS:** Call to Order: 7:00 PM

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees)** Benny & Sue Siebert, Henry Steinhagen, Tom & Terry Campagna, Patricia & Keith Markuson

**SECRETARY**

January 8, 2019 Meeting Minutes adopted by unanimous consent.

**TREASURER**

**Financial Reports-** Close of Business January 2019 <\$1,476.43>

**Bank Account Summary:** \$2,091.98

**Transfer to Money Market:** \$150.00

**Balance - Operating Account:** \$1941.98

**Balance - Money Market Account:** \$16,112.57

**Total in Bank Accounts:** \$18,054.55

**COMMITTEE REPORTS**

**Maintenance**

Craig will secure color chart and make a recommendation March 5<sup>th</sup> for staining the front stairway. Mutually agreed to complete this task before Spring Cleanup (20April). Clubhouse graffiti problem has slowed – a thank you to Craig for promptly painting over the graffiti.

**Architectural**

Cantwell Guest House (202 Mary Ann) plans received preliminary approval 15Jan2019. Plans and Fee are in hand.

## Webmaster

Jim has been busy cleaning up and updating the website with archived and current POA documentation.

Jim will delete the \$5.00 PayPal fee for the \$105.00 Voluntary Special Assessment  
**Social**

In search of a “fresh face” to serve as Social Committee Chair.

## UNFINISHED BUSINESS

For the record Info: -

2019 Statements Mailed 01Feb2019

2019 PayPal Payment Options:

2019 Dues/Assessment \$24.00

2019 Pool Access Fee - \$100.00 per family w/guest privileges

<sup>1</sup>VOLUNTARY 2019 Assessment - \$105.00

## NEW BUSINESS

-Dumpster request (for use by absentee Property Owners “for a fee”) was discussed and subsequently voted down due to common abuse by others. Dumpster sites tend to become a magnet for dumping old furniture, appliances, as well as bags of personal garbage. This condition makes for an eyesore on Clubhouse property and a headache to police.

-Dumpster requirements for new residential construction or remodeling (cost born by Construction Contractor) suggested by a Property Owner was discussed. Here again, an invitation for abuse by others. Alternatively, it was agreed Permit edits should suffice – stipulating a construction site must be kept secure, tidy and safe at all times and light trash must be adequately stowed so as not to be spread by wind. This provides a flow down contractual requirement between the Property Owner and his Contractor.

Allen Webb received Board permission (with gratitude) volunteering to cut the tree branches growing into the south east corner of the community basketball court.

## 2019 Early Distribution of Pool Keys

(Info) Key fob Access System (Pool): shelved for 2019 due to “early year” financial constraints.

### CLWPOA 2019 POOL ACCESS KEY DISTRIBUTION

**Condition Precedent: Annual Assessments/Dues must be current through 2019**

#### How and when will keys be distributed?

Early Distribution will commence **March 5<sup>th</sup>** following the Board Meeting  
Distribution Methods

Upon proof of payment (check or PayPal receipt) and executed Pool Terms of Use (Available on Website <http://www.village-west.org>), keys will be distributed by the following methods “only”:

1. USPS to Property Owner Mailing Address on record
2. Monthly Board Meetings
3. Pool Opening Day – May 4<sup>th</sup> 10:00AM – 2:00PM at the Clubhouse

**Mail your \$100.00 payment (or PayPal receipt) and preferred method of distribution to:**

Mrs. Ronnie Harper-Schwakhofer  
C/o CLWPOA  
PO Box 1616  
Canyon Lake, TX 78133

<sup>1</sup> Offsets 2019 Operating and Projects Budget Shortfalls

**2019 Near Term Activity Schedules**

Spring Clean Up: 20April

Pool Opening: 04May

Ice Cream Social: 04May 1– 3 PM

Use of Clubhouse (at no charge) for CLVW Property Owners who would like to organize a neighborhood Bingo Night and/or Board/Card games. Patricia Markuson to investigate the possibilities and make recommendation in our March 5<sup>th</sup> Board Meeting

**OPEN FORUM**

Litigation update query. Mediation Settlement Agreement reached 14Jan2019.

Next Board Meeting scheduled for March 5, 2019

**ADJOURNMENT – 8:20 PM**



**MONTHLY BOARD MEETING MINUTES**  
January 8, 2019

**Board Members Present:** Mark Hocher, Craig Nidever, Jen Thirsk, Jim Ruffing, Gary Freeland, James Alderson, Ronnie Harper-Schwakhofer

**Board Absentees:** None

**Quorum Present:** Yes

**PROCEEDINGS:** Call to Order: 7:08 PM

**ORDER OF BUSINESS**

**INTRODUCTIONS (Property Owner Attendees)** Larry Vazquez, Sylvia Buchta, Henry Steinhagen, Ian White

**SECRETARY**

January 8, 2019 Meeting Minutes

**TREASURER**

**Financial Reports-** Close of Business December 2018 (Net Loss <\$2,588.15>)

|                                   |             |
|-----------------------------------|-------------|
| Transfer from savings to checking | \$3,300.00  |
| Bank Account Summary:             | \$3,781.41  |
| Transfer to Money Market          | \$150.00    |
| Balance - Operating Account       | \$3,568.41  |
| Balance - Money Market Account    | \$15,962.57 |
| Total in Bank Accounts            | \$19,530.98 |

**COMMITTEE REPORTS**

**Maintenance**

- Pool remains in a very healthy condition relative to auto-chlorinator and variable speed pumps installed in December
  - Hole in Clubhouse property fence is under repair and will be completed early January
  - Graffiti on Clubhouse property a new concern/maintenance issue. Craig has painted over the graffiti as he sees or learns of it. Gang-like symbolism noted. Now leaning towards a dark stain (as a graffiti deterrent) for the Clubhouse stairway.
- Board considering a financial reward for “definitive” pictures of the guilty individual(s) in action. Parents of the offending individual(s) will be given the option of paying the Reward or the POA will file charges with CCSD. Final decision to be made in February meeting. Results will be posted on NextDoor.

**Architectural**

Single New Build Permit Request: 1119 Lorrie Dr. Lot 796  
Permit Approved

## **Webmaster**

- Archived 2018 POA documents, including Meeting Minutes and Financials
- Will Set up Archive for Notes from President
- Looking into revamping website PayPal to make more user-friendly – otherwise delete the payment option

## **Social**

- Nothing to report

## **UNFINISHED BUSINESS**

- December 7<sup>th</sup> Annual Meeting Minutes (as Amended 10Jan2019)

## **NEW BUSINESS**

- Jen Thirsk resigned from 2019 Board
- Cancel trash can service until May for cost savings and temporarily store the Clubhouse Trash Cans to deter Property Owners from dumping their trash at the Clubhouse.
- (Keyless) Fob Pool Access System for 2019 – 1<sup>st</sup> Priority in 2019 Projects Budget - \$5000. Includes, Fobs, Reader, Internet Access, Cameras – Free Wi-Fi for paid Pool Access Members
  - Endeavor to have in place before 2019 Pool Opening
  - Gary and Ronnie to meet and develop a work process and schedule for installation
- Eliminate the Paypal option from our 2019 Annual Statements – to be mailed by end of January.

## **2019 Board Member Election**

A motion was made and seconded to accept as follows:

President: Mark Hoher

Vice President: Gary Freeland – Architectural Committee Chair

2<sup>nd</sup> Vice President: Jim Ruffing – Website, NextDoor, and Email Communications Committee Chair

Secretary: James Alderson

Treasurer: Ronnie Harper-Schwakhofer

Member At Large: Craig Nidever - Maintenance Committee Chair

Social Committee Chair: To Be Determined (Jim to initiate solicitation on NextDoor)

New 2019 Committees: -

2019 Litigation Committee: Gary Freeland, Jim Ruffing, Ronnie Harper- Schwakhofer, Mark Hoher

2019 Executive Committee: Gary Freeland, Jim Ruffing, Ronnie Harper- Schwakhofer, Mark Hoher, James Alderson

## **OPEN FORUM**

Next Board Meeting scheduled for February 5, 2019

**ADJOURNMENT – 8:32 PM**