

**CANYON RIDGE SPRINGS POA
BOARD MEETING MINUTES
DECEMBER 9, 2017**

A meeting of the Board of Directors of Canyon Ridge Springs POA was held on Saturday, December 9, 2017 at the home of McBride's. Paula Guerrero called the meeting to order at 10:40 am. A quorum was present.

Board Members Present: Rodger Elliott, Paula Guerrero, Sharon McBride, and Carl Rose.

Proof of Notice of Meeting: The notice of the meeting was posted on the bulletin board one week prior to the date of the meeting.

Approval of Minutes: The Board previously approved the minutes of the last board meeting held on September 16, 2017. They were posted on the bulletin board and are available on the website.

OFFICER REPORTS:

Treasurer: Carl reported:

- There is \$165,293.29 in the capital account and \$20,301.29 in the checking account.
- Two lots continue to be in arrears.
- There was a review of the Current 2017 and the Proposed 2018 Budgets (almost identical). Following discussion the board voted unanimously to approve the Proposed 2018 Budget.
- The Annual Dues letter was mailed on December 1. Carl has already received some checks.

Secretary: Sharon reported:

- The Board reviewed the draft documents for the Notice of the 2018 Annual Meeting on January 20, 2018, the Agenda for the 2018 Annual Meeting, the Official Ballot for the election of two new board members, the candidate biographies and the 2018 Call for Volunteers. The Board voted to approve the documents to be mailed to Property Owners on December 15.

COMMITTEE REPORTS:

Architectural Review Committee (ARC): Rodger reported:

- Three requests were reviewed by the ARC: a swimming pool for Lot #80, a horse paddock for Lots #40 & #41, and a new home on Lot #49. The ARC Committee met at the Elliot's to review the requests. Rodger and Carl met with the builders of Lot #49 to confirm road set-back requirements and the builder's credentials.
- The ARC plans to meet with owner of new home under construction regarding septic tank and driveway requirements.

Infrastructure Review Committee (IMC): Carl reported:

- New fence posts have been ordered. Once they are received a workday and call for volunteers will be made.

Nominating Committee (NC): Sharon reported:

- Two property owners volunteered to run for the two board positions, which will be vacant in 2018. The deadline for nominees closed on December 8, 2017 and, as according to our By Laws, no other candidate names will be entertained from the floor at the Annual Meeting.
- The Official Ballot with the two candidate names, David Matthews and Candy Paquette, and their biographies will be included in the 2018 Annual Meeting mailing.

- The envelope will state there is “Important Time-Sensitive Documents Enclosed” and the return envelope will state “Ballot Enclosed” so these letters can be held and opened at the Annual Meeting by the tellers.
- Volunteers will be sought to perform duties of tellers at the Annual Meeting. Sharon will develop a spreadsheet to tally the votes, to confirm a quorum (20%) has been met and verify the election is valid.

Website Committee (WC): Paula reported:

- Website postings will be updated this weekend.
- The website hosting fee will be due this year. Carl funded it in the budget.

Beautification Committee (BC): Sharon reported:

- The front gate was decorated for Autumn and Christmas by Carl and Linda Rose with assistance from Barbara Matthews and Sharon McBride.
- A representative from the Native Plant Society is scheduled to visit the gate entrance on January 11, 2018 and make recommendations for our landscaping to be in keeping with native plants of the Hill Country and the Balcones habitat and possibly to be designated as an official certified “Monarch Waystation”.
- The Treasurer stated the committee was funded in the 2018 budget to cover future costs at the entrance.

OLD BUSINESS:

- The 2017 Fall Picnic was once again a big success, thanks to the efforts of the Chairperson, Linda Rose, and the many volunteers. 46 people attended, BBQ was purchased from The Bar-B-Q Shack in Burnet, and we remained under-budget at \$735.15. Suzy Kitchens volunteered to chair in 2018.
- The Board voted for the Secretary to send a Thank You note to Linda Rose for her efforts.
- Paula will recognize Linda and all the volunteers of the Fall Picnic at the Annual Meeting.

NEW BUSINESS

- Following a request by a property owner at the top of the hill, the board agreed that brush will be cleared on both sides of the road going to his property as it has not been cut back for several years. There was general discussion about putting together a work group to clear it and how to dispose of the brush. Since the brush belongs to the property on either side of the road it may be left there.
- The board discussed how new property owners are provided copies of the POA By Laws and CCR’s during closing at the Title Company. Since they are already officially notified no action is required.
- There was discussion regarding the request of a property owner to once again remove brush from culverts to prevent blockage. The Infrastructure Committee will view and report back to the board.

The next board meeting will be held on Saturday, January 20, 2018 at noon at the Holiday Inn Express prior to the 2018 Annual Meeting.

The meeting adjourned at 12:00 pm.

Sharon McBride, CRS POA Secretary