

MINUTES OF THE BOARD OF DIRECTORS
ROUND ROCK RANCH PHASE ONE HOMEOWNERS ASSOCIATION, INC.

August 12, 2003

The Board of Directors of the Round Rock Ranch Phase One Homeowners Association, Inc. (the "Board") convened at 1702 Apache Trail (President Barnett's House), Round Rock TX 78664 at 7:30 p.m. on Tuesday, August 12, 2003.

The meeting was called to order at 7:43 p.m.

1. Roll Call:

Roll was called and it was noted that the following Board members were present:

Jeff Barnett
Morris Winkle, Jr.
Arlene McKenna
Jack Sticklen

Thus constituting a quorum. Mr. Greg Veldman of Liddiard Management Company was also in attendance.

The following business was conducted at the meeting:

2. Manager's Report:

a. Financial Statements as of July 31, 2003:

Mr. Veldman provided the Board with the Financial Statements for the Association as of July 31, 2003. Mr. Veldman explained that although the Income Statement showed a deficit, there was actually a small surplus because the property and liability policy for the Association was paid in July but not budgeted to be paid until September. He mentioned that there were several categories that were coming in under budget that have offset the non-budgeted cost of the security guard at the pool.

b. Status of Homeowners in the Association as of July 31, 2003:

The Association is currently at 463 households.

c. Status of Delinquent Assessment Collection:

Mr. Veldman continued with a report on the collection status of past due accounts. He explained that the delinquency rate was down to 5.49%, the lowest it has been all year. There was then considerable discussion about one resident that had been referred for foreclosure that expressed a desire to work out a payment plan. It was also noted that this resident currently has an unresolved Deed Restriction issue. After considerable discussion, Vice President Winkle made a motion that the Board offer a nine month payment plan to the resident provided the first payment be made within 15 days of receiving the notice, that all outstanding violations of the Deed Restrictions be resolved by that time and that if the resident misses one payment, the account will be referred back to the Association attorney for pursuit of foreclosure with no further notice to the resident. Treasurer Sticklen seconded the motion and it passed 4 – 0. The Board also authorized Mr. Veldman to refer the two other accounts that did not respond to the attorney's demand for payment letter back to the attorney to begin intent to foreclose proceedings. The Board also authorized Mr. Veldman to refer one account that has not responded to the courtesy notice from Liddiard Management to the attorney for notice of lien filing and a demand for payment notice.

d. Status of Deed Restriction Violations:

Mr. Veldman informed the Board that in addition to the outstanding violation mentioned in 2(c), there was one other household that received a final notice regarding a car on jacks in the resident's driveway. The Board authorized Mr. Veldman to refer that issue to the Association attorney.

e. Status of Common Area Property:

Mr. Veldman mentioned that Liddiard Management's Maintenance Department is in the process of restraining the frame of the "Deed Restriction" sign near the front entrance. Vice President Winkle discussed the replacement of the flowers at the front entrance. Many of the ones planted in May have died and the Landscape Committee is recommending that the replacements not be put in until the weather cools some. President Barnett asked about the trimming of the junipers near the entrance. Vice President Winkle said that should also wait until cooler weather as trimming them in the heat of the summer could cause permanent damage. Mr. Veldman mentioned concerns brought to his attention by Director Mitchell and his wife, Carol regarding the general landscaping service provided by TruGreen LandCare. Mr. Veldman said that he, Mrs. Mitchell, Vice President Winkle and Rusty Brightman of TruGreen met on site several weeks ago after Mr. Veldman spoke to Mrs. Mitchell on the telephone. At that time, TruGreen had "scalped" a small spot along Round Rock Ranch Boulevard which was the result of one of the workers carelessly turning the mower around. The group discussed this situation and other concerns and Mr. Brightman assured the group he would address the problems. The Board, as a group, decided no action was necessary at the current time, but agreed that if evidence of gross negligence over time by TruGreen was evident, they would consider bidding out the service.

3. Action Items:

a. Review and approval of meeting minutes from February 18, 2003:

The Board approved the revised draft of the minutes for the May 20, 2003 meeting that had been emailed to the Board prior to the meeting.

b. Discuss and take action, if necessary on mailbox project:

Mr. Veldman explained that there had been some resistance to moving all of the mailboxes in the community to the pool parking lot. Residents that use mailboxes on Hickory Ridge and Red Rock wanted to be able to get their mail from the current locations, as they are within walking distance to their homes. Mr. Veldman explained that the post office had indicated they would not be willing to move any boxes unless all of them were moved. He added that he was waiting on a call back from the post office to discuss. The Board agreed to only move the boxes on Round Rock Ranch Boulevard and encouraged Mr. Veldman to stress with the Post Office the need to move those boxes for safety reasons. Mr. Veldman said he would contact them again as well as obtain a cost for the slab that would be needed and the cost of having a contractor actually move the boxes.

4. New Business

a. Pool:

Treasurer Sticklen mentioned some problems he had heard about regarding young adults being disruptive at the pool on the days when the security guard was not present. There was some discussion of having more of a security presence at the pool (and the yet to be built second pool) in 2004 if the budget allows. Mr. Veldman said he would advise the Board on the feasibility of this as he builds the 2004 budget.

b. Newsletter:

Treasurer Sticklen presented the other Board members with the prices for the different companies that placed a bid on producing the neighborhood's newsletter. The company that produced the last newsletter, Quantum Copy, had the lowest price at approximately \$1.04 per newsletter for a 12 page document. The other three bids were all over \$3.00 per newsletter. Citing the low cost and the outstanding product, Vice President Winkle motioned to have Quantum Copy produce the newsletter into the foreseeable future. Secretary McKenna seconded the motion and it passed 4 – 0.

c. Survey:

Treasurer Sticklen provided the other Board members a draft of a survey the Communications Committee wants to send to all residents. The Board went through the survey in great detail, eliminating some questions, adding others and amending the wording of some of the questions. After considerable discussion, it was agreed Treasurer Sticklen would go back to the Communications Committee with the edits to incorporate into the survey. Secretary Sticklen informed the Board that the cost of the survey would be approximately \$0.85 per household if it was distributed with the newsletter. The Board agreed to have the survey included in the upcoming newsletter and ask residents to respond by September 15.

The next Board meeting will be Wednesday, November 12.

5. Adjournment:

Thus being no further business, the meeting was adjourned at 10:33 p.m.

Minutes dated August 12, 2003.

Jeff Barnett, President

ATTEST:

Morris Winkle, Jr., Vice President