

**Cove of Nantucket Homeowners Association
2017 General Membership Meeting Minutes**

Date and Time: January 26, 2017, at 6:00 p.m.

Location: Fire Station No. 5, 1601 Wm. D Fitch Parkway, College Station, TX.

Purpose: Annual general membership meeting.

Attending:

Board members:

Linda Lindan (President)
Jeannie McCandless (Vice President)
Dick Dabney (Secretary)
Penny Talbert (Treasurer)

Neighborhood Partners - HOA Management Company:

Sandie Miller, Lauren Bohler, Lorena Spicher

Homeowners:

List of attending homeowners follows after these minutes.

Meeting Time: Meeting was called to order at 6:00 p.m. and adjourned at 7:10 p.m.

1. **Quorum:** It was declared that a quorum was present and therefore business would be appropriate.
2. **Minutes of the January 2016 meeting:** Minutes of the previous General Membership Meeting (January 28, 2016) were displayed on the overhead screen and a copy was distributed among the attendees. It was also noted that they have been available on the HOA website. There were no questions about the minutes.
3. **Treasurer's Report:** Penny Talbert presented the financial information for the HOA and invited any questions. Information included a profit/loss comparison, showing annual income of \$42,288 and expense of \$39,486. Resulting net income is \$2,802. It was noted that the total of funds in the money market account and the checking account as of December 2016 is \$14,207.88. The budget for 2017 was also distributed. The 2017 budget is based on a reduction of property assessments from \$600 to \$550. This will also result in less funds that can be accrued into cash reserve at the end of the year. The budget includes an item of \$4000 under "Landscaping" that anticipates a beautification effort for the common area that is not yet fully defined. If this amount is not used for the beautification improvement it will be applied to maintenance or be deposited into reserve. The budget also includes \$1800 for power washing the vinyl perimeter fence along the Highway 6 access road. In discussion, it was noted that the fence may not need to be cleaned entirely, but at least part of the length should be cleaned before the blemishing becomes deeply established.
4. **Resignation of Director:** Penny Talbert announced that she would resign her position as director. Linda Lindan expressed our appreciation for Penny's service.
5. **Management Report:** Since the time of the previous General Membership Meeting, Neighborhood Partners has been engaged as the management company for the HOA. Sandie Miller is the Administrator. She addressed the meeting regarding her career experience. She presented a report of Neighborhood Partners administration of matters for the HOA. There are no properties currently under burden of liens regarding nonpayment or similar violation. There were two properties that were the subject of certified letters for payment, and these issues were resolved. Part of this concern was apparently the result of transferring the Cove of Nantucket account from BCR (previous HOA management) to Neighborhood Partners.

6. Committees:

- a. Architectural Review Committee – Dick Dabney reported that two projects were processed recently. An installation of roof gutters was reviewed and approved for 1724 Twin Pond, and an installation of bull rock landscaping was reviewed and approved for the side yard at 1728 Parkland. In discussion, it was emphasized that guttering was an appropriate request for the Architectural Review Committee. If a guttering project is mishandled so that garish or contrasting materials are installed, that condition could result in a need to remove the materials and replace with an approved selection.
- b. Social Committee – Linda Lindan reported that the Christmas season reception was enjoyed by about 26 individuals, many of whom brought food items for sharing at the McCandless residence. Those who participated were very encouraging in their comments about the event.
- c. Landscaping Committee – Jeannie McCandless reported regarding Yard-of-the-Month awards, which recognized the residences of Jeannie & Charles McCandless, Jan Baldwin, Doris Whitehurst, Gary & Vicki McNew, Bill & Ginger Murray, and Linda Lindan. The December decoration award recognized Linda Lindan's yard for holiday appearance. Jeannie's report included removal of dead brush near the neighborhood entrance and near the common area at the south end of Twin Pond, and arranging for the city's Parks Department to fill a problematic washout depression at a section of the vinyl perimeter fence. A group of neighbors combined to refurbish the landscaping at the circle at the north end of Twin Pond. Flowers and other decorative greenery were planted, with mixed success. The irrigation system has been serviced for better performance, but it has been concluded that much of the common area is made up of poor soil. The effort to establish attractive landscaping will need to be more creative to make use of materials that will survive and thrive in our conditions.

7. **Community Updates:** Linda Lindan mentioned that the President's Letter can be reviewed on the website. It speaks of things including the replacement of fountain pump equipment, the replacement of Green Teams by Mowmasters for servicing the common areas, the removal of overgrown vegetation at the ponds, repair of many irrigation components, cleaning out problematic vegetation, reducing the amount of annual assessments from \$600/year to \$550/year, and establishing the HOA website through Neighborhood Partners.

8. New Business:

- a. Cleaning Fence Along Highway 6 Frontage – As suggested earlier, there is an expectation that the vinyl three-rail fence will need to be cleaned, either completely or at least at particularly blemished areas.
- b. Landscaping Special Project (proposed) – An amount of \$4000 is shown on the 2017 budget for a project to improve the landscaping appearance in the common area. The specifics of the project are yet to be determined, but there is an expectation that open areas that are bare and unsightly because of poor soil may be enhanced with use of something like landscape boulders and red yucca plants. This effort will become better defined as the year unfolds. In discussion, it was suggested that the Brazos County Extension Service could be helpful for determining viable solutions for dealing with these areas of poor soil. There was suggestion that recommendations for common areas to be improved may be communicated by email to Neighborhood Partners. Jan Baldwin suggested a pickleball court. Sandie Miller stated that Neighborhood Partners would create a drawing that delineates the common areas in comparison to the city park areas, for those who would like to better understand this matter.
- c. Parking Along Parkland Drive – There was impromptu discussion regarding the challenge of vehicles periodically being parked along Parkland, with the related congestion caused by this occurrence on a somewhat narrow street. It was noted that complainable conditions should refer to Code Enforcement or the Police Department at the time of the problem. City representative Barbara Moore has previously advised capturing the situation with a photograph that includes a time/date stamp and the vehicle license plate. Discussion focused partly on the possibility of creating a lane of parking east of the roadway in the park property.
- d. Winter Community Social – There was discussion about ways to make the winter social event more attractive. There needs to be a larger place for the event. It might be offered as an outdoor activity, maybe centered on National Night Out. Paula Bauer agreed to take a role in pursuing this matter.

- e. Holiday Decoration at Entrance – Discussion requested an indication of interest in providing a measure of Christmas holiday decoration at the entrance to the neighborhood at Parkland Drive. There was general agreement that this would be good.

9. Topics Submitted for Discussion:

- a. Reduce Annual Assessments (Kuhn) – It was noted that this step was taken previously when the 2017 budget was established. As noted previously in this meeting, assessments were reduced for 2017 from \$600 to \$550.
- b. Plant Trees Between Highway 6 Access Road and the Neighborhood (Hargis) – It was explained that the area in question is not Cove of Nantucket property and we are not authorized to cause planting in that area, nor is there irrigation there to support planted material.
- c. Questions on the 2017 Budget (Clark) – Bernita Clark confirmed that her questions had been answered in the course of discussions earlier in the meeting.
- d. Audit of the HOA Finances (Clark) – Sandie Miller explained that the financial information received from BCR was not to the standards of the Neighborhood Partners business conduct. If an audit were pursued of the BCR timeframe, the accuracy would be difficult to guarantee and there would be additional expense for the steps necessary for BCR to produce records from their archives. Further, anytime a certified audit is ordered, the expense is expected to be in the thousands of dollars. There is not a budget item for this expense, and the suggestion was made that a decision to spend HOA funds on a certified audit should have strong support among the homeowners. There is no known allegation of anything improper. Sandie Miller has offered to allow anyone interested in this concern to arrange to sit in the Neighborhood Partners offices and view the records of expenses, to satisfy any curiosity about expenditures. As a conclusion, there was a request of Sandie Miller to get an estimate of cost of having an audit performed, so that any future discussion such as this can have an idea of the expense that would need to be afforded.

- 10. Election of Board of Directors:** Directors were elected for 2017 – Linda Lindan, Jeannie McCandless, Dick Dabney, Laurel Hargis and Bernita Clark (alternate/at large). Sandie Miller commented that they would meet and determine positions of president, vice president, secretary and treasurer.

----- End of Meeting -----

Reference – list of homeowner attendance:

1703 Parkland – Bill & Laurel Hargis
1714 Parkland – Paula Bauer
1716 Parkland – Jan Baldwin
1732 Parkland – Jerrod & Jessica Lane
1738 Parkland – Gay Dunn
1742 Parkland – Patsy Bartels
1745 Parkland – Charlene Speed
1751 Parkland – Patrick Squire
1700 Twin Pond – Jeannie McCandless
1705 Twin Pond – Gary & Vicki McNew
1706 Twin Pond – Zanna Bickham
1710 Twin Pond – Simone Woodall
1712 Twin Pond – Linda Lindan
1720 Twin Pond – Penny Talbert
1723 Twin Pond – Ned & Kathy Moore
1727 Twin Pond – Georgia Richardson
1728 Twin Pond – Dick Dabney
1729 Twin Pond – Lee Price
1731 Twin Pond – Hugh Wallace
1733 Twin Pond – Bernita Clark
1734 Twin Pond – Thomas & Anna Shumate
1740 Twin Pond – Nancy Moss
1742 Twin Pond – Karin Partin
1750 Twin Pond – Tom Turbiville