

**Cove of Nantucket Homeowners Association
Minutes of Board Meeting**

Date and Time: October 24, 2016, scheduled to begin at 6:00 p.m.

Location: 1601 Wm. D Fitch Pkwy (Fire Station 5), College Station, TX.

Purpose: Regularly scheduled board meeting.

Attendance:

Directors – Linda Lindan, Jeannie McCandless, Penny Talbert, Dick Dabney.

Neighborhood Partners (NP) officials – Sandie Miller, Lauren Bohler.

Homeowners – Jessica Lane (1732 Parkland Dr.).

Call to Order: Linda Lindan called the meeting to order at 6:10 p.m.

Review and Acceptance of Minutes: It was noted that the minutes of the previous meeting had previously been reviewed by directors. Minutes were accepted as submitted (motion McCandless, second Lindan).

Treasurer's Report: Sandie Miller presented a report of Comparison of 3rd Quarter Financial. There were no questions/remarks other than to clean up a couple of typographical errors.

Management Report: Sandie Miller presented this report. All assessments are paid up and there are no liens currently filed. Neighborhood Partners (NP) has acted to control some areas of undesirable weed flowers in the common areas. The calendar for 2017 was presented, including information that the annual meeting will be January 26, 2017. There were no questions/remarks beyond typo issues.

Committee Reports:

1. **Architectural Review Committee** – Report submitted by Dick Dabney noted that the committee meets when there is a specific objective. There have been no activities for this committee in this reporting period.
2. **Landscaping Committee** – Report submitted by Jeannie McCandless noted that Yard-of-the-Month recognitions had been awarded for 1718 Parkland (Murray) and 1712 Twin Pond (Lindan). Adjustments were made to the irrigation system in the common areas by the lawn care contractor.
3. **Social Committee** – Linda reported that activity for welcome packets has been completed. NP is making new homeowner contacts when a property changes ownership. An email from NP was recently sent to residents to gauge interest in a social event for this Christmas season, and it was noted that, other than the directors, there had been just two responses so far. The deadline for responses to this question is November 4.

Finished Business: NP reported that issues of previous concern – vehicles parking on the street and possibly blocking mailboxes – have not been noticed recently.

Unfinished Business: NP demonstrated on a laptop computer the status of a new website for Cove of Nantucket. The production is expected to come to completion in a few weeks. When it is ready for operation, NP will send a message with introductory instructions.

New Business:

1. **Proposed Budget** – A budget for 2017 was presented for general review and action by directors. There were no recommendations for revisions of substance. The 2017 proposed budget is based on assessments of \$550/year for each lot, reduced from existing \$600/year. In earlier discussions, directors have noted that careful examination of finances shows that the income provided by \$550/year/lot should be sufficient for expected expenses, and should allow for a few thousand dollars at the end of the year to be added to the Maintenance Account (reserves). There is a target to accrue and maintain \$20,000 in reserves as a ready fund for unexpected expenses. Depending on circumstances through this next year, that amount may be reached in the Maintenance Account by the end of 2017. This achievement would enable further consideration for lowering the assessments in the future. The budget was unanimously approved by the directors (motion McCandless, second Dabney).

2. **Candidate Applications** – Sandie Miller commented that candidate applications for service on the Board of Directors for the HOA will be part of the new information offered on the website. There will also be calendar information there. It was also mentioned in discussion that service on committees would be good in that communication. Some of this may also be communicated by email from NP.

Adjournment: The meeting adjourned at 6:40 p.m. (motion Dabney, second McCandless).