

VICKSBURG VILLAGE HOMEOWNERS
BOARD OF DIRECTORS MEETING AGENDA
THURSDAY, FEBRUARY 17, 2022, AT 2:00 PM

- A. CALL TO ORDER/PLEDGE OF ALLEGIANCE 2:00 PM
- B. NOTE BOARD MEMBERS PRESENT:
- a. ROSTER: Ron Ballard, Bob Brooks, Wanda Cook, Don Hadley, Gwen Myers, Mary Staudt and Gloria Valentine
- C. ANNOUNCE QUORUM OF BOARD OF DIRECTORS
- D. APPROVAL OF PREVIOUS MEETING MINUTES
- Bob Brooks made a motion to approve; seconded by Mary Staudt. Motion carried.
- E. READING OF THE TREASURER'S REPORT
- a. The three (3) Certificates of deposit at PNC Bank have been transferred to Broadway Bank so they can be monitored.
 - b. Question presented regarding Petty Cash. There should be an amount entered as to what is on hand and total of receipts as of date of Budget report. Ron will discuss with Don Killmer before next meeting.
 - c. Water bill has been prorated
 - d. Wanda made a motion to accept, Gloria seconded. Motion carried.
- F. ACC REPORT
- a. Gloria read report submitted by Christine Klima.
 - b. Board approved of Committee members
 - c. Number of requests received/approved was two (2)
 - d. Per CC&R requests must be made and approved on a form. No verbal requests or approvals.
- G. CLUBHOUSE COMMITTEE REPORT
- a. 100th Birthday party for Caroline Tauferner on February 5th
 - b. No Talent talent show on February 12th
 - c. Valentine's Day breakfast on February 16th
 - d. No Talent talent show cast party forthcoming
- H. OLD BUSINESS

- a. As of January 2022, due to a change in Texas law, the ACC Chairperson may not be a Board of Directors Member.
 1. This will be incorporated into the bylaws next year. Because our CC&Rs and Bylaws are registered with the county, we have until June to register the amended bylaws. We will be working with our attorney (who has already been contacted about this) on the exact wording required (which will not be available until after the first of the year).
 2. Don Killmer is still exchanging emails with our attorney. Example is: we are responsible for front yard mowing, trimming, fences, signs, religious statuary, etc. would make that more expensive or just not practical. Set aside to see how assigned.
- b. An objection to the current policy of maintaining an arbitrary cash reserve, rather than a planned method of protecting our aging assets was raised. This was at the discussion level (no motion was made) and further discussion was deferred until the February Board meeting. Meanwhile, Don Killmer will find out from our attorney if there is a legally required minimum.

I. NEW BUSINESS

- a. Second signature on checks and/or invoice control
After discussed Wanda made motion to send bills/invoices to Kerr Business. When email received back to pay it will require two (2) signatures to pay. Bob seconded. Motion carried. Need to add Gwen as signator at bank.
After discussion the decision was made to have copies of all emails to Kerr Business for payment of invoices to be sent to three (3) board members for review. Board members would review invoices and if there were any questions they would contact Don Killmer for clarification. If there were no questions from any of the three (3) board members then no response to the email is required. No response from appropriate board members within 24 hours would mean that Kerr Business could proceed with processing payments. Board members to receive emails to review are Ron Ballard, Gwen Myers and Wanda Cook.
Gwen Myers, Treasurer, will be added as third signatory at Broadway Bank.
- b. Pool Security during private clubhouse events

Gwen made a motion that we put a lock on the door between the pool and hallway to restrooms that uses the same key to enter the building. This way all residents have a key but visitors do not. Gloria seconded. Ron to have someone look into this.

c. Clubhouse chairs

Many chairs are several years old and showing wear. We can purchase new chairs for (\$129 to \$150). Wanda made a motion to shop for chairs and specific price to purchase six (6) new chairs by next BOD meeting. Don Hadley seconded. Motion carried. Ron and Wanda will research and report back to board at next month's meeting.

d. Insurance policy for clubhouse

Building insurance Limit of Insurance changes on an annual basis

Recreation bldg limit

Clubhouse \$701,000

Pool \$ 96,800

Business Personal Property \$ 28,000

e. Increase property transfer fee (New legislation dictates maximum \$375)

Currently \$250. Title Company collects at time of purchase of home. Gwen made a motion to increase transfer fee to \$375; Mary seconded. Motion carried.

f. Office Manager task list (start of job description project)

List of duties/functions of office manager presented to board members with the directions to review and be ready to discuss at next BOD meeting.

g. Mary suggested all BOD Members read and become familiar with the current CC&R's, Bylaws, and Rules so that our actions and decisions are based upon the HOA's governing documents

h. Gloria asked for an updated copy of the CC&Rs, Bylaws and Rules. Ron will have this posted to the website. A printed copy will also be given to all board members at the next month's meeting.

i. Heater in pool area is ready to go out. It will cost \$6000 to replace (parts and labor) or \$300 for motor (temporary fix). Board members are in favor of replacing instead of doing a temporary fix. Board members want confirmation the bid price included all costs and that there would be no unexpected charges. Question was also raised about the warranty period and if it would be possible to purchase an extended warranty. Tabled until March meeting.

J. ADJOURNMENT

Mary made a motion to adjourn; seconded by Gwen. Motion carried and adjourned at 3:30 PM.

NEXT REGULAR MEETING: MARCH 17, 2022, AT 2:00 PM. All Board Meetings will be the third Thursday of each month at 2:00 PM unless otherwise noted (e.g., special meetings, or executive session immediately after the Annual Association Meeting).

Respectfully submitted: Gloria Valentine, secretary