



# Chisholm Ranch Estates Homeowners Association Board of Directors Meeting

Tuesday, March 29th, 2022 at 6:30PM

# Agenda

- Ratifications
  - a) 2022 Budget
  - b) Legal Fee Approval
  - c) Communications Committee Formation
  - d) Website – creekbluff Digital Media
  - e) Planning Committee Formation
  - f) New Landscaper starting
- Financial Overview
- Homeowner Forum
- Adjourn



# 2022 Budget

Budget Item	2022 Budgeted Amount
Income	\$68,335.00
Utilities	\$7,140.00
Landscaping	\$14,643.64
Repairs	\$1,950.00
Admin	\$24,255.80
Community	\$2,000.00
Insurance/Tax	\$3,050.00
Reserve	\$15,295.56
Total (income-expense):	\$0.00



## Legal Fees and Contract Approval Criteria

- From a meeting between the board members on January 25<sup>th</sup>, 2022:
  - It was unanimously agreed by the CRE HOA BOD that the acting CRE HOA President will be required to authorize any billable hours for legal work. If the President is not available and the issue is urgent, then the two other Board members will assume those responsibilities.
  - It is agreed that we extend this requirement to such things as entering into or revising binding contracts and/or agreements.

# Communications Committee

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## BOD Secretary Position

- From a meeting on January 31<sup>st</sup>, 2022, between the Board members:
  - The CRE BOD voted unanimously to establish a Communications Committee along with a Chairperson to recruit additional resident members to the committee.
  - Solicit volunteer unpaid resident to act as Secretary of HOA - position to help organize and update the HOA Board to implement strategies, actions and outcomes. Main function will be to create, distribute and archive HOA meetings, communications and documents. Confidentiality is a requirement for candidate.

# New HOA Website by

Communications  
Committee  
and



- From a meeting between Board members on February 8<sup>th</sup>, 2022:
  - CRE HOA BOD approved authorization for the Communications Committee to research cost and effort to establish a CRE HOA Website.
  - CRE HOA BOD authorized a \$200 budget to send out mailers to solicit CRE Resident contact information and communications preferences.
- From a meeting between Board members on February 22<sup>nd</sup>, 2022:
  - Communications Committee presented comparative costs and scope of services. CRE HOA Board unanimously voted to accept Communications Committee's recommendation of Creek Bluff Digital Media and establish a budget so that the project can now move forward.
  - Total current approved breaks down as:
    - \$2,154.80 (website creation and document downloads)
    - \$129.95 (CO#1 additional website module)
    - \$87.14 (CO#2 for licensed images)
    - \$394.90 (Annual reoccurring maintenance, @domain, and misc. fees)
  - Going forward 2023 the annual budget will be \$400 for annual maintenance, fees, domain, back-up and website editing

# Website Details

- On a meeting between Board members on March 16<sup>th</sup>, 2022:
  - It was agreed by the CRE HOA BOD that the New CRE HOA website would, for the present, only advertise CRE HOA business or CRE HOA sanctioned events such as quarterly meetings, CRE HOA fundraising, and things directly relating to CRE HOA business happenings
    - Subsequently - CRE HOA BOD has had additional submittal requests to advertise on the website. The CRE HOA attorney has been asked to review and advise.



# Planning Committee Formation

- On a meeting between the Board members on February 8<sup>th</sup>, 2022:
  - The HOA Board unanimously agreed to establish a Planning Committee dedicated to issues related to Hwy. 205 and Hwy. 548 expansion specifically.
- On a follow up meeting on March 3<sup>rd</sup>, 2022:
  - CRE HOA BOD Appointed Lloyd Reaves Chairperson to the newly formed Planning Committee who will proceed to establish 6 additional members.
- On an additional follow up meeting on March 22<sup>nd</sup>, 2022:
  - CRE HOA Vote - to establish that Persons can only serve as a chairperson on one committee at a time to prevent potential conflict of interest.





## New Landscaper Starting

- It was decided via email correspondence on March 26<sup>th</sup>, that Imperial Landscaping would be taking over as the new landscaper for Chisholm Ranch, after Northshore Landscaping notified the Board that monthly costs would be going up. Imperial Landscaping came in at a lower price, with comparable service, and will start on the property May 1<sup>st</sup>.
- Monthly service price to be \$920.13



# Financial Overview

- Balance sheet as of February 28<sup>th</sup>, 2022:

<u>Cash Operating</u>	
AAB Operating	47,879.07
<u>Total Cash Operating</u>	<u>47,879.07</u>
<u>Cash Reserve</u>	
AAB Reserve	69,371.82
AAB Reserve Expansion	70,695.86
<u>Total Cash Reserve</u>	<u>140,067.68</u>

The logo features a large white circle centered on an orange background. A dashed yellow arc is positioned on the left side of the white circle. A solid blue circle is located at the bottom right edge of the white circle. The text "Homeowner Forum" is centered within the white circle in a yellow, sans-serif font.

# Homeowner Forum

Adjourn Meeting

