

PANTHER CREEK ESTATES HOA BOARD MEETING AGENDA

November 28, 2007 – 6:30 pm Kroger Preston & Stonebrook

6:30 – 7:00 pm Open to Homeowners – Bill Woodard

Meeting opened 7:27pm

In attendance: Bill, Brian, Chris, Jeanne, Lee, Jen and Betty

Approve minutes of Board Meeting October 17, 2007 – Jeanne motioned to approve minutes, Brian Second – approved.

- Betty's Open Item Report
 - * Proposal 2508 (Old Faithful Fountains) – Brian Motion, Chris Second – motion passed.
 - * Proposal 11808 (American Landscape Systems) Bill Motion, Chris Second – motion passed.
 - * Beautification Committee's request for additional funds for trees along greenbelts – Brian Motion, Jeanne second – motion passed.
 - * Proposal 11882 – table proposal until later date TBD.
- Board Action Item Log – nothing new, just view online and update
- Old Business
 - Board Training Date – still being worked on
 - Budget/Agenda for Annual Meeting –Bill
 - * Annual mtg: Lee will do intro, committee chairs each get 2 min for reports, talk about PID, board accomplishments, audit, overview on reserve study, break out into committees for 15 min, financial report w/ budget, Q & A, announce nominating committee.
 - * Bill picking up 5 - \$10 Target Gift Certificates for volunteer baby sitters
 - * Bill Motion for \$250 for Pizza/Water and 5 - \$10 gift certificates, Jeanne second – motion passed.
 - * Nominating Committee – as a board we officially appoint the following to be our 2008 Nominating Committee – Kim Miller,

Marie Gibson, Ariel Ortegon, Lee Myrben. Chair of nominating committee – Jeanne Rubin.

- Management Company RFP – Brian
 - * Digitally submit to companies, 2nd week in January 2008.
 - * Review and email any comments to Brian.
- Board Standards Approval & Sign
- Finances- Bill made a motion to post October Financials online, Brian second – motion passed.
 - Audit – Board signed letter from auditor and Betty will return it.
 - Delinquencies – Brian motion to file lien on accts (00157-8722, 00199-0753, 00203-7770) Bill Second – motion passed.
 - Jeanne motion to send Mortgage Notification letters, Bill second – motion passed. 5 accts: 00191-9666, 00187-8134, 00193-6076, 00170-2284, 00196-0851.
 - Eric motion to go ahead with foreclosure on 5 accts, Chris second – motion passed. 5 accts: 00162-8164, 00167-1441, 00165-9269, 00164-3660, 00147-3694.
 - Does the Board vote to write off the uncollectible account balances for acct 00170-7959. Bill motion, Chris second – motion passed.
 - Budget Approval (sent in email-questions to Betty prior to meeting)
 - * Thoughts on having management company help us come up with ways to help save \$ and cut costs. November & December Betty will itemize spending in greater detail.
 - * Bill motion to approve financials 2008 Draft 2 Budget as stands, Brian second – motion passed.
- (Budget approval – see attachment)
- New Business
 - Purchasing Supplies – tabled and moved to January’s meeting.
 - Volunteer Appreciation Event – Jeanne checked with 2 locations. Manny’s in Little Elm – appetizers \$4.95 a person. Will look into more

locations, send out formal invitations to committee volunteers and have it before the end of January.

- Committee Reports –
 - ACC – Bill - nothing
 - Covenants – Lee – Next year hopefully change by-laws. Need 1 more member to have their official 5.
 - Communication – Jeanne - nothing
 - Beatification – Eric
 - Waterfall Proposal – see above
 - ALS Proposal – see above
 - Holiday Decoration Contest – 2 - \$25 Gift Certificate: Eric Motion to get gift certificates, Jeanne second - motion passed.
 - Holiday Decorations - Betty looking at GFCI industrial covered electrical outlets at all entrances.
 - Betty making sure the grasses that are normally cut back in the winter are not cut back until spring before the growing period. (Granbury entrance, along Eldorado, and any other areas in the neighborhood)
 - Pool – Chris – revisiting and waiting on pool expansion bids.
 - Social – Brian – reviewed Budget proposal we approved in our 2008 budget.
 - Safety - Jen – meeting tomorrow.

Meeting ended: 9:16pm

Respectfully submitted,

Jen Hampton