

PANTHER CREEK ESTATES HOA BOARD MEETING MINUTES  
NOVEMBER 3, 2006 – 7PM SEM ELEMENTARY SCHOOL

Approve minutes of Board Meeting October 18, 2006

Lee Myrben made a motion and Bill Woodard seconded to accept the minutes of the October 18, 2006 meeting as submitted. Unanimous.

- Officers for the board of directors were agreed upon:
  - Chair- Lee Myrben, President-Bill Woodard, VP-Chris Showman, Secretary- Jeanne Rubin, Assistant Secretary-Jen Hampton, Treasurer-Brian Reinhardt, Assistant Treasurer-Eric Ciminski, SBB Contact-Jeanne Rubin
  - There was general agreement that we will all work together and divide tasks equally and that officer distinctions are mainly helpful for homeowners needing to know who to contact.
- Discuss terms of Office- Per Panther Creek Bylaws, Article IV Section 4.05(b), we agreed on a 3 year term for Chair, President, Secretary and Treasurer; other officers will serve a 2 year term – current bylaws do not specify term limits
- Per the Panther Creek Bylaws, Article IV Section 4.17, we discussed that a quorum at Board Meetings will be a simple majority of 4 Directors.
- Board Member Liaisons to Committees
  - Plan for committees-Pool- Chris, Covenants-Lee, ACC-Bill, Communications-Jeanne, Beautification- Eric, Safety- Jen, Social- Brian. We will each contact the person who led the group at the annual meeting and work together to plan a first meeting by the end of the year. All committees should:
    1. Decide when & where to meet

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2. Write job description; function; short and long term goals; identify tasks
  3. Elect/select chair and secretary
  4. identify resources
  5. discuss need for sub committees
  6. get this information back to the board prior to our February meeting
- o Timeline/Process for Responding to Homeowners/Requests and suggestions -
1. We will publish board and committee meeting dates on line (when the official website is established) so that homeowners know when action can be taken. Forms for suggestions will be available on the website. We will also put a box for suggestions at the pool. Bill or Chris (?) will have ready when pool opens in 2007. Referrals will be made to the appropriate committee for consideration. Board members will be available but will not act independently of the committees or process.
  2. There was a discussion regarding opening every board meeting or a part of every meeting to all as opposed to inviting Homeowners only to the annual meeting(s). If we open every meeting we will have less questions and discussions at the annual meeting(s.) It may be difficult to get board business completed if homeowners are invited to all meetings. It was suggested maybe every other month we could open meetings. 1st 30 min we will be available and after that 30 min we will take their questions and get back to them with answers (board or committee will contact them). There was also a

question as to whether the school would be available free of charge for larger groups. No official decision was made in regards to inviting homeowners to all board meetings. Will be further discussed and decided upon at a later date.

3. A survey will be developed to send to Homeowners along with a holiday greeting and the explanation of the PID. Send Jeanne question ideas for the survey and have committees do the same. A survey will be drafted and approved by the board at the next meeting to send out to homeowners.
4. Website – All agreed on the importance of getting a website up and going. Board members and committee chairs should all make a wish list for the website. This will be the Communication Committee's first charge. Website will be further discussed at next board meeting.

- A discussion about options surrounding a second pool/splash park/clubhouse continued. Brian was told by Doreen at Intermandeco that all lots are under contract with builders. Jeanne will confirm with Betty on Monday. Chris and the pool committee will begin to explore all the options, costs etc.
- List of Questions for SBB Management/Betty Crudden- PID finances explanation, email to Jeanne
- List of Questions/Punch List for developer- email to Jeanne or bring to next meeting
- Plan for Management Company Review & Bids – table for now –We do need to have Betty at our meetings.

- Board plans to meet first Friday of the month for at least six months at SEM- Jen will send thank you note to Principal. Jeanne will contact Frisco ISD about ongoing meetings.
- Reserve Study -Have Betty put out for bid
- Finances
  - Budget 2007- Have Betty prepare preliminaries
  - Audit - Have Betty put out for bid
  - Collection and Payment Application Policies- Brian and Eric will work on this
- Discussion took place in regards to getting a Panther Creek Estates sign installed at the secondary Granbury entrance along Eldorado Parkway. Jen agreed to contact the contractor used by the developer to get a quote for the job. All board members were in agreement that an entrance sign similar to the one at Whitesboro is needed.
- Old Business
  - PID Follow-up-Brian shared the information he obtained from the developer and we saw the maps of PID areas. According to the maps, all common areas in the development except for the Pool and adjacent park area are named to be deeded to the City of Frisco as part of the Panther Creek Public Improvement District and to be maintained by the HOA PID M&O account monies. Question came up as to whether or not any HOA fees are being used to maintain the PID areas. Board plans to review PID accounting as further research and clarification is needed in regards to the PID and land associated to it.

- o Nell Lange from the City of Frisco is discussing with attorney whether HOA and PID fees can be consolidated or at least paid in one check by Homeowners. There is still confusion as to how finances are allocated between the HOA and the PID. We would like to put this item to bed at our next meeting.

Lee Myrben made a motion and Brian Reinhardt seconded to adjourn meeting. Unanimous.

Respectfully Submitted,

Jeanne S Rubin