

Panther Creek Homeowners Association
Managed by RealManage, LLC
BOARD OF DIRECTORS MEETING MINUTES
October 21, 2009

Board Members Present:

Jeanne Rubin, Chair
Bill Milford, Treasurer
Bill Woodard, President
Jaime Lockwood, Director
Brian Reinhardt, Vice President

Members Absent:

Cliff Sosamon, Secretary
Chris Showman, Director

RealManage:

Elma Vazquez, CAM
Irene Bridges, ACAM

The meeting was **called to order** by Chair at 6:40 PM.

Jeanne. MOTIONED to approve the **consent agenda**; Jaime seconded, all were in favor, motion carried.

Consent Agenda:

Approval of September Financials
Approval of September Minutes

MANAGEMENT REPORT:

Elma Vazquez, RealManage reviewed the financial overview, variances, frequent violation and open and closed task.

COMMITTEE REPORTS

Covenants Control Committee- N/A

Beautification- Affordable Christmas Lighting contract needs to be corrected to show only one year. Per our by-laws we can only sign a one year contract and will see if company will accept a verbal agreement for future years in order to get discount.

Brian presented Critical Items and 2010 Beautification Budget. Brian motioned and Bill M. seconded approval for Henderson/Kingsville drainage and Granbury Trees.

Communication- N/A

Nominating- We have 4 candidates for 4 open positions. All members will try to recruit at least one more.

Pool- Pool Closed

Social N/A

Safety- N/A

NEW BUSINESS

1. Discussed the timeline of events for the annual meeting. Bill W. will start the meeting at 2 pm, at that time voting for the amended bylaws and the election for the new officers will take place.
2. Delivery of new pool key cards will be added to November's agenda. RealManage will update the pool waiver forms so that if there is a renter the owner of property will need to get the pool waiver notarized.
3. 2010 Budget was discussed; Board requested that the pid and assessments each have their own separate budget. RealManage to make minor changes to the budget and will send to the Board for final approval.

With no further business to take action on, meeting adjourned at 8:30 pm, next meeting is November 18, 2009.

Panther Creek Homeowners Association
Managed by RealManage, LLC
BOARD OF DIRECTORS EXECUTIVE MEETING MINUTES
October 21, 2009

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Bill Milford, Treasurer
Bill Woodard, President
Jaime Lockwood, Director
Brian Reinhardt, Vice President

Members Absent:

Cliff Sosamon, Secretary
Chris Showman, Director

RealManage:

Elma Vazquez, CAM
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Delinquencies:

1. Jeanne motioned, Bill M. seconded that the top nine accounts that are delinquent will go to the next step in the collection process which will be issued liens.
2. Board has given RealManage the authorization to review delinquent accounts case by case and to proceed with action on obtaining payment. Once this is done by RealManage, the Board will be notified for approval at the following board meeting through the consent agenda and discussed at the executive session.