

**Panther Creek Homeowners Association  
Managed by RealManage, LLC  
Board of Directors Meeting Minutes  
July 18, 2012**

**Board Members Present:**

**Bill Woodard, Chair**  
**Hans Peck, Treasurer**  
**Francesca Downing, Secretary**  
**Bill Milford, President**

**Ann McElroy, Director**  
**Ariel Ortegon, Vice President**  
**Jill Hart, Director**

**RealManage: Tiffany Stowe, Michael Hofhiens**

The meeting was **called to order** at 6:30PM.

Approved June Financials and Minutes - HP motioned; JH Seconded; Unanimously Approved

**MANAGEMENT REPORT:**

- Review of financial and management report
- RealMange to provide financial overview section with more recent Operating Balance numbers

**COMMITTEE REPORTS:**

- Covenants Control Committee
- Communication
- Beautification - Hillcrest North Planning / Install; Greenbelt Standards/Mailing
- Pool - New Bike Rack – Ariel has bike rack & will coordinate with Rocky to install
- Social – Fall Festival Oct. 27<sup>th</sup>
- Safety - National Night Out – Aug 7
- Amber Stepping down – need new committee member—RM to send email blast, but with Amber's approval first

**OLD BUSINESS**

- New Electrician – Shawn wants a full scope of work explained in order start – RM will communicate scope of work
- Pool - Pool Shade Structure (Bids in process) – RM to provide Kellie with possible contractors

**NEW BUSINESS**

- Discussion and Action on Landscape Items
  - Landscape Estimates – Luchenbach Greenbelt – Beautification
  - Landscape bids for 2013 Budget – Estimate # 306 (add mulch to playground) all approved
- Discussion and action on Misc Pool Issues
  - Trash Cans at Pool – RM communicated with City to remove unnecessary cans and to increase # to empty from 1 to 4
  - Pool Signs – add verbiage (In the event of emergency call 911) –approved to print JH motion, HP seconded, all approved.
  - Furniture Order – Add another \$3500 in pool furniture – JH motion to approve, FD seconded, all approved
  - Lost and Found – Bin was ordered, Kellie picked it up; sign approved to print

- ADT Referral fees – RM to communicate with Nicole re ADT to also include Smith Thompson
- Updates to Web Page and FB page - Board
- Audit of 2011 Financials – engagement letter signed by HP
- Signs on Greenbelts – RM to arrange Poison Ivy signs – total of 7
- 2013 Budget Projects – RM to refer to previous budget re past activities/timelines/costs

#### **EXECUTIVE SESSION**

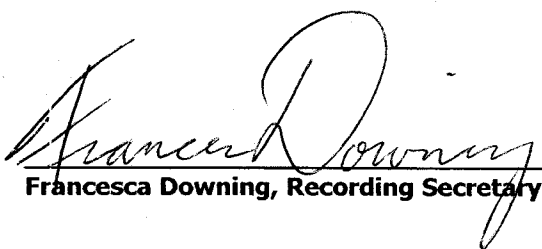
- Discussion and Action on Delinquent Accounts – REALMANAGE to research collection policy to refer accounts according to automated process (service white pages).
- Discussion and Action on Payment Plan Requests: Board rejected 1 request.

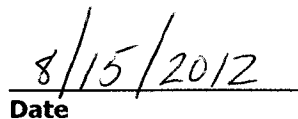
#### **Next Meeting Date**

- August 18<sup>th</sup>, 2012 at 6:30pm

#### **Adjournment**

- Adjournment – the board unanimously decided to adjourn at 9:15pm.

  
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Francesca Downing, Recording Secretary

  
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Date