

**Panther Creek Homeowners Association  
 Managed by RealManage  
 Board of Directors Meeting Minutes  
 December 16, 2015**

**Board Members Present:**

<b>Ed Mahoney</b>	<b>Gabrielle Gorrebeeck</b>
<b>Kellie Kauten</b>	<b>Annette Zimmer</b>
<b>Nichole Griffiths</b>	
<b>Sheena Laplante</b>	

**Board Members Not Present:**

<b>Bill Woodard</b>	

**Homeowners Present:**

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- The general meeting was called to order at 6:32 PM.
- RoundTree was unable to attend the meeting to do their presentation. It was postponed until the January board meeting.

<b>CONSENT</b>
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*Approval of November Board Meeting Minutes and Financials:* Kellie motioned to approve, Annette seconded, all approved.

<b>MANAGEMENT REPORT</b>
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- Review of financial and management report by RealManage.

<b>COMMITTEE REPORTS</b>
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- *Covenants Control Committee* – No updates at this time.
- *Communication* –
  - Gabby discussed new updates with website enhancements. Profile pictures are still needed by all board members.
  - RealManage to send Gabby an updated resident contact list in January.
- *Beautification* –
  - Lighting repair status item will be removed from the agenda as the project has been completed.
  - Board reiterated that Sheena will now be responsible for installing the poison ivy signs.
  - Ed discussed strip of native grass at Granbury that needs enhancements. Board/RealManage will reach out to RoundTree to see if this area can be included in the exterior landscaping enhancement project.
- *Pool* – Board agrees to open the pool this season on 4/30/16 and close 10/3/16.

- *Social* – Board agrees on the following social events for 2016:
  - Garage Sales: 4/15/16 & 4/16/16
  - Spring Fling/Pool Opening Party: 5/21/16
  - Triathlon: 5/22/15??? Still TBD
  - Movie Night(s): 6/4/16 & 8/20/16
  - Fall Festival: 10/29/16 (1-4 PM)
- *Safety* – No updates at this time.
- *Nominating* – Board agrees that Sheena and Annette will now be in charge of researching online voting software for this year’s annual meeting (Election Buddy).
- *Other*- No other updates at this time.

<b>REGULAR BUSINESS</b>
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- *\*Discuss Newsletter Wording*- Board agreed to add a disclosure to all newsletters going forward regarding content.
- *Review of HOA Insurance Policies*- RealManage discussed issues with insurance policies with Board. Advised Insurance Services needs exact numbers for their assets before they can develop a revised quote. Sheena will be taking over the project and begin putting together a spreadsheet.
- *Consider and Act on Proposed Changes to Pool Rules*- Tabled until the January board meeting.
- *Consideration of Use of Constant Contact RSVP Module*- Board will continue to review.
- *Discussion Regarding Process for Amending CC&Rs*- Tabled until the January board meeting.
- *Discussion of Revised Committee Structures*- Board discussed various structure options. Kellie motioned, Nichole seconded, all approved a new project based committee structure while continuing to have Board liaisons.
  - Board liaison assignments/committee structure were agreed as follows:
    - Covenants Committee- Bill; Annette (secondary)
    - Communications- Gabby; Sheena (secondary)
    - Beautification (maintenance)- Sheena; Ed (secondary)
    - Pool (maintenance)- Nichole; Kellie (secondary)
    - Social- Kellie (project based)
    - Chair- Ed
    - Safety- Annette; Nichole (secondary)
    - Gabby- secondary liaison floater
- *Discussion and Action on Pool Committee Items*- No updates at this time.
- *Discussion and Action on Beautification Committee Items*-
  - Board unanimously approves to pay the remaining invoice for the 2015 season holiday decorations.
  - Board discussed legal advice on "No Swimming" signs and style options. Kellie will work on picking out the signs then send to RealManage for ordering.
- *Adjournment of General Meeting*– With no further business to discuss, the general meeting was adjourned at 8:46 PM.

**EXECUTIVE SESSION**

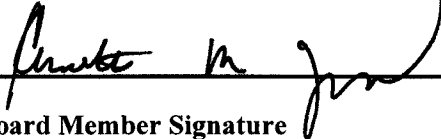
- Executive session called to order 8:47 PM.
- *Discussion and Action on Delinquent Accounts* – Board approved to take action on two (2) accounts.
- *Discussion and Action on Payment Plan Requests*- No action to be taken at this time.
- *Discussion and Action on misc. other Homeowner issues/requests*- No action to be taken at this time.
- *Discussion and Action on Vendor Contracts*- Board unanimously approved the renewal contract terms for Genesis Electric for 1 year.
- *Discussion and Action on Legal Advice*- No action to be taken at this time.

**Next Meeting Date**

- January 20, 2016 at 6:30 pm –12894 Gardendale Dr.

**Adjournment**

- Adjournment – With no further business to discuss, the Board decided unanimously to adjourn the executive session at 9:08 PM.

  
Board Member Signature

1/20/16  
Date