

**Panther Creek Homeowners Association
 Managed by RealManage
 Board of Directors Meeting Minutes
 March 15, 2017**

Board Members Present:

Bill Milford	Ed Mahoney
Kellie Kauten	Annette Zimmer
Nichole Griffiths	Joe Parikh
Sheena Laplante	

Board Members Not Present:

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Homeowners Present:

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ROLL CALL

The general meeting was called to order at 6:38 PM. Quorum was established by the Board.

HOMEOWNER INPUT ON TOPICS NOT ON AGENDA

- None

CONSENT AGENDA

Approval of February Board Meeting Minutes and January Financials: Kellie moved to approve the February minutes and the January financials, Annette seconded, there was no additional discussion, all approved.

MANAGEMENT REPORT

- RealManage presented the financials and management report. The Board also reviewed and discussed the statuses of the open work orders and board tasks.

REGULAR BUSINESS

- *Board Items-*
 - *Ratify Executive Meeting From 2/16-* Bill moved to ratify the executive session minutes, which was called on 2/16/17 at 9:55 AM to approve the spending of \$12,640 to repair and clean up a section of Panther Creek near the bridge, next to the playground/pool, Annette seconded, all approved.
 - *Discuss and Act, Moving money to Replacement Fund-* Board reviewed their options. Nichole moved to approve transferring the surplus of \$23,656 in the PID Fund to the Replacement Fund, Sheena seconded, all approved.
 - *Discuss and Act, Special Assessment wording on RM docs/electronically-* RealManage provided status updates and hope to have the system converted to the new billing rules and a sample assessment statement ready for them to review by the next meeting.

- *Discuss and Act, RM contract renewal-* RealManage discussed revisions. Board approved unanimously to postpone any action until the next meeting.
- *Discuss and Act, Storage-* Board discussed storage unit options. Nichole moved to approve for Kellie to research for storage unit facilities and reserve a unit up to \$50/mo. that is climate controlled, Annette seconded, all approved.
- *Discuss and Act, Candidate forum-* SEM is reserved for 4/22 from 6-8pm to host the candidate forum.
- *Discuss, Dummy sample assessment-* RealManage hopes to have one ready for review by the next meeting.
- *Discuss and Act, Newsletter-* RealManage discussed quotes obtained from sales team. Bill moved to postpone official decision until next month so they have more time to review the quote, Kellie seconded, all approved.
- *Discuss and Act, Misc. Board items-* None
- *Covenants Control Committee –*
 - *Discuss and Act, Fine letter wording and hearing notice wording-* Bill advised that the work is still in progress.
 - *Misc. CCC Items-* Board advised that they don't believe the inspector is issuing violations to homeowners that border the community for fence maintenance issues. RealManage to discuss with inspector.
- *Communication –*
 - *Discuss, Welcome Kits-* Board unanimously postponed discussion until the next meeting.
 - *Discuss, Website project, social media, moving Board Binder-* Board discussed the problems they are having with transferring files. Board will contact Google's customer service for possible solutions.
 - *Discuss, Printing PCE event signs-* Sheena presented a draft of the sign to the Board and they made suggestions for changes. Sheena will continue to work on the signs and hopes to have the project completed by the end of the week.
 - *Discuss, Free Little Library-* Sheena provided updates on the construction. Work still in progress.
- *Beautification –*
 - *Discuss, Exterior Landscape-* Ed discussed updates on the committee meeting that was recently held. Joe and Tommie from the Exterior Landscape Committee attended the meeting to discuss their initial proposal. The committee had several questions for the Board that they wanted answered to before they can move forward. Board will research, review and discuss the committee's suggestions.
 - *Discuss, Flags-* Ed provided updates. Advised that Sunrise Notary has been officially setup and that the cost for the flags is cheaper than anticipated. 12 flags will be installed in the community.
 - *Discuss, PC drainage from NE Park area-* Kellie advised that drainage/prevention project recently completed by the landscaper is working well.
 - *Discuss and Act, Silt-* Kellie discussed the landscaper's suggestion for resolving the silt issues. Bill moved to postpone agenda item until next month's meeting until more information is obtained, Sheena seconded, all approved.
 - *Discuss and Act, Retaining Wall-* Kellie provided estimate from landscaper to repair the erosion issue behind a home on Seguin Dr. Nichole moved to approve quote #1160 for the repairs, Sheena seconded, all approved. RealManage to contract the affected homeowner regarding these repairs that will be started the following week.
 - *Discuss and Act, Electricity at Dalhart-* Kellie moved to postpone item until next meeting, Bill seconded, all approved.

- *Discuss and Act, Pond/fountain electricity-* Kellie provided status updates on the projects. Kellie moved to postpone further discussion on item until next month until more information is obtained, Nichole seconded, all approved.
- *Discuss and Act, Misc. beautification items-*
 - Kellie discussed recent car accident in the pool parking lot. The landscaper will repair the damages.
 - Kellie presented landscaper's plans of hardscaping near the pool area. Estimated cost on options are between 5K-10K. Board unanimously agreed to have Kellie obtain a hard quote by the next meeting.
 - Board discussed invoice #7140 from Haven Landscaping for irrigation repairs. Board unanimously agreed on approval to pay the invoice. RealManage to submit for processing.
- *Pool-*
 - *Discuss and Act, Pool Landscape-* Work still in progress.
 - *Discuss, Pool gate-* Nichole advised that the repairs have been completed and the item can be removed from the agenda.
 - *Discuss, Drinking Fountains-* Nichole to confirm the fountains have been replaced.
 - *Discuss, Misc. Pool Committee Items-* Kellie discussed quote from landscaper to install a faucet near the pool for \$650 for 5 Star to use to fill the pool. Nichole moved to approve, Sheena seconded, all approved.
- *Social-*
 - *Discuss any date/event changes 2017-* No new changes.
- *Safety -*
 - *Discuss, Babysitter list update-* Board unanimously agreed to remove the agenda item.
- *Nominating -* None
- *Important Dates-* Postpones until next meeting.
- *Other Discussions-* None

ADJOURNMENT OF GENERAL SESSION

With no further business to discuss, the general session was unanimously adjourned by the Board at 9:35 PM.

EXECUTIVE SESSION

- The executive session was called to order at 9:36 PM.
- *Discussion and Action on Delinquent Accounts -* Board unanimously approved to take action on all accounts pending lien and collection referrals.
- *Discussion and Action on Payment Plan Requests-* Board approved three (3) payment plans.
- *Discussion and Action on misc. other Homeowner issues/requests-* No action to be taken at this time.
- *Discussion and Action on Vendor Contracts-* No action to be taken at this time.
- *Discussion and Action on Legal Advice-* No action to be taken at this time.
- Executive session adjourned at 9:54 PM.

RECONVENE GENERAL SESSION

The Board reconvened into the general session at 9:55 PM. The Board reviewed items discussed during the executive session.

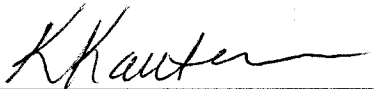
Next Meeting Date- April 19, 2017 at 6:30 PM– 12038 Gonzales Dr.

FUTURE MEETING TOPICS

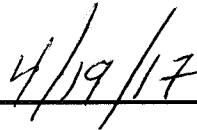
- None

ADJOURN

With no further business to discuss, the Board decided unanimously to adjourn the meeting at 9:56 PM.



Board Member Signature



Date