



Stone Lake Estates HOA Board Meeting Minutes February 16, 2016

Board members present: Deb Gardner, Elaine Stebbins, Sean Murphy, Karen Dubrow, Dianne Reis, Mark Johnson, David Tacher, Linda Ali and Carol Troyer.

Board members absent: None

Homeowners present: David and Laura Anderson (5913 Pebblestone), Mary Tacher (5920 Lodestone), David Romick (5856 Stone Meadow) and Dan Gardner (1537 Beaver Creek).

Deb Gardner called the meeting to order at 7:35 PM.

Open Forum: Nothing to report.

Deb Gardner opened the board's working session at 7:36 PM.

Secretary's Report:

- **Approval of Minutes:** — It was moved and seconded to approve the minutes from the January 19, 2016 meeting. The minutes were approved unanimously.

Landscaping Report:

- Lighting needs repair. A tree spot light at the Parkwood/Tiburon entrance remains out even after the bulb was replaced. Also, the lights at the Balcones/Tiburon gateway are not working. The lighting contractor will be contacted to repair these outages.
- Fall Grant was discussed regarding new trees and irrigation enhancement on Plano Parkway (costs approximately \$9,000) and wrought iron fence work (costs approximately \$4,700). It was decided to undertake this work now and transfer (temporarily) any needed funds from the Capital Account to cover these expenses in the near term until the payment is received from the City.
- Spring Grant was submitted to the City for approval and acceptance. We should receive a response from the City by March 1, 2016.

Social Report:

- The Easter Egg Hunt is scheduled for March 26, 2016 (the Saturday before Easter). We need volunteers to assist with this project. Please contact Linda Ali if you are willing to help.

Communications Report:

- The monthly newsletter was distributed with a 51% open rate.
- Crime alerts have been distributed with a 67% open rate.

Safety Report:

- Several vehicle burglaries have been reported during the past month. These three incidents occurred on Pebblestone (1) and Stone View Court (2).

Planning & Zoning Report:

- JCPenney requested a Zoning change so that the company could sell and lease back their corporate offices in the Legacy office park.
- Approvals have been given for several requests submitted to the Architectural Control Committee. No requests were denied.

Treasurer's Report:

- A \$300 Transfer Fee was received on 5933 Lodestone.
- A resale certificate was received on 5925 Pebblestone.
- Collin County Business Personal Property Rendition (a county government form) is due by April 15, 2016. The Treasurer will prepare and submit the form.
- It was moved and seconded to approve the Budget as discussed and revised at the previous meeting. The motion passed unanimously.

Old Business:

- **Election Process Review:** A revised draft (marked February 10, 2016) of the HOA Election Process was discussed. Certain amendments to the proposal were made after discussion. It was moved and seconded that the proposed draft of the Election Process, as amended through discussions, be approved. This motion (with agreed amendments) was unanimously approved. A clean-final Election Process which includes the amendments agreed through these discussions will be prepared and issued.
- **Rules of Order:** It was moved and seconded to discontinue the use of the current HOA Board Rules of Order and replace them with Robert's Rules of Order which are not in conflict or inconsistent with the overriding rule that HOA Members will have the right to voice concerns on any Agenda Item provided that in exercising such right HOA Members will be limited to five (5) minutes on any particular Agenda Item and provided that the comments remain relevant to the Agenda Item being addressed at the time. Relevancy will be determined by the President and time will be kept by the Secretary. The Board may extend the time allowed by a majority vote. This motion was table to next month

by a vote of the Board in order to give the Board Members a chance to review Robert's Rules of Order and the current Rules of Order.

- **Reconsideration of Vote on signatories to the HOA Checkbook:** It was moved and seconded to reconsider the vote from last meeting regarding the signatories to the HOA Checkbook and change the previous vote from President, Treasurer and Secretary as signatories to President, Vice President and Treasurer as signatories to the HOA Checkbook. The motion was unanimously approved. The Vice President will undertake to be placed as a signatory on the HOA Checkbook as soon as practicable. The President and Treasurer are the current signatories to the HOA Checkbook.

New Business:

- **Request to create a Committee to review the Bylaws and Covenants:** It was moved and seconded to create a committee to review and suggest changes to the HOA Bylaws and Covenants. The motion passed unanimously. The President will appoint the committee members. It was anticipated that the committee would consist of five (5) or six (6) members.
- **2014 Landscaping Violation Letters ("Letters"):** These Letters were discussed at length. At this time, the members of the Board do not know the location of these Letters, but will endeavor to find them because the Letters are part of the records of the HOA. If the Letters are found, then the entirety of the letters found will be placed in the records of the HOA and redacted versions of the Letters (redacting names, addresses and pictures) will be distributed to the members of the Board so that the Board members may understand the actions taken by the 2014 Board.
- **Client files of Riddle and Williams:** It was moved and seconded that the Secretary contact Riddle and Williams, P.C. ("Firm") to endeavor to get a copy of the HOA Client File currently in the custody of this Firm and any other information pertinent to the HOA in the custody of this Firm. The motion passed with a majority vote. Pursuant to a Board consensus, the Treasurer will distribute copies of invoices received from this Firm to Board members (and place in Drop Box) so that the Board might better understand the work this Firm performed for the HOA.

Next meeting will be held March 15, 2016 at 7:30 PM at Reis' home at 5904 Pebblestone.

Meeting adjourned at 10:45 PM.