

**Castlewood Home Owners Association
Monthly Board Meeting
November 18, 2009
Association Meeting Minutes**

Tony Leone, President
Denny Reid, Vice President
Dan Franklin, Treasurer
Gary Bowery, Secretary
Amanda Mitchell, Director

I. Call to Order

The meeting was called to order at 7:00 p.m. by President Tony Leone.

II. Establish Quorum

Attending the meeting were board members Tony Leone, Dan Franklin and Amanda Mitchell and a quorum was established. Also attending was CCMC community manager, Jo Lynn Tefft.

III. Approve Minutes of October 21, 2009 Meeting

Amanda Mitchell read the minutes from the October 21st BOD meeting. The minutes were approved as written by the board.

IV. Open Session

Nothing to report.

V. President's Report

The letter to residents and the proxy has been finalized and will be sent to the mail house tomorrow. The annual meeting packet will be finalized next week.

VI. Treasurer's Report

The October financials were favorable and under budget. We were \$3,582 under budget for total operating expenses for the month. We were \$2,725 better than projected for net operating income and \$27,830 better than projected for the year.

VII. Manager's Report

Social Events – Jo Lynn ordered a banner for the spring and fall craft fair. “Breakfast with Santa” is being chaired by resident Kimberley Lyons.

Property Update – Jo Lynn and Amanda met with TXDOT, Ed Bell Construction and Metro Landscape to go over the front entrance retaining wall plans. The existing street light will need to be moved. All work should be completed by January 1st. Metro will

request advance notice to lay down PVC for irrigation and electric before the road is poured.

All pool work is done. The new pumps were installed, the sand was replaced in the filters and the skimmer was added to the wading pool.

Bob Owens Electric and Total Electric are coming out this week to give a quote on the front entrance and park lighting.

The City will repaint the crosswalks and add reflectors.

Metro will put up the Christmas lights at the clubhouse next week. The inside will also be decorated next week.

Violation Report – 31 first letters, 4 second letters and one fine issued in November.

Delinquency Report – There are two unpaid 2008 assessments, both in bankruptcy. For 2009, there were two foreclosed by Castlewood and sold at the October 6, 2009 auction; three unpaid late/collection fees and/or attorney fees; and two fines.

Open Session was closed at 8:00 p.m._____