

**Castlewood Home Owners Association
Monthly Board Meeting
September 15, 2010
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 August 18, 2010 Meeting

Dan Franklin read the minutes from the August 18th BOD meeting. The minutes were approved as written by the board.

IV. Open Session

Parking at the soccer field was discussed. Several residents have complained about the street parking problem and their safety concerns. The HOA will work with the City of Highland Village Police Department and come up with a few options to be implemented before the 2011 season. However, we are limited to what we can do because it is a public street and street parking is legal. Concerns were expressed about the safety and sight visibility at the back (north) entrance. Emails were sent to TxDOT and the City of Highland Village Public Works and Police Departments expressing these concerns.

V. President's Report

We have started working on the 2011 budget and will have it finalized by the end of October. We are still showing significant savings in electricity due to the installation of the energy efficient pool pumps.

VI. Treasurer's Report

The August financials were favorable and under budget. We were \$2,083 better than projected in revenue and \$1,375 under budget in total operating expenses. Year to date, we are \$11,317 under budget in expenses. The audit adjustment for the 2009 excess income of \$25,231.91 will be made next month.

VII. Manager's Report

Social Events – The Back to School party was well attended. Primrose and Kid to Kid sponsored the event and we came in \$400 under budget. We do not have a chair for the Halloween party, but Kimberley Lyons is going to chair the Breakfast with Santa. Santa and Mrs. Claus will be back this year.

Property Update – The soccer nets were replaced. New ceiling fans were installed in the clubhouse. All irrigation is currently working and has been programmed not to run over a weekend (Friday or Saturday nights). Camera one at the pool is not repairable and we are waiting to see what the warranty replacement cost will be. Knight Erosion is scheduled to start on the brick wall on September 27 (weather permitting). They will begin on the outside (one week) of the wall before they go into resident backyards (one week). Letters will be mailed to applicable residents this Friday or Monday. Roberts Pool will be sending in a bid for the resurfacing of both pools. A new account with lower prices was set up with Staples, Inc.

Violation Report – There were 39 first letters and 12 second letters.

Delinquency Report – There are three unpaid assessments; one unpaid late/collection fee, one payment plan; and two fines.

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