



Quail Creek Homeowners Association

Board Meeting Minutes

January 22, 2024

7:00 PM

McLendon-Chisholm City Hall

1371 W. Farm to Market Rd 550

The Regular Board of Directors Meeting of the Quail Creek Homeowners Association was held on Monday January 22, 2024, at 7:00 PM. A quorum was established with the following members in attendance: John Regan, (President), Tish Bruckner (Secretary), Herb Harker, Bev Stibbens, George Blackford (Members-at-Large), Shawn Allen (ARC Chair). Attendance via phone, Ken Daulong (Vice President), Shana Nalls (Treasurer).

Called to order at 7:03 pm

Approve agenda: motion by George to approve agenda, second by Bev, agenda approved.

A motion to approve the December 18th Board meeting minutes was made by Shana, Herb second the motion, minutes were approved.

Common area update:

- Issue with sprinklers at the front entrance: freeze sensor is not functioning. The sprinklers have been shut off and will be addressed closer to springtime when required. Ken mentioned that the box is in disrepair and will want to assess getting the box replaced.
- We plan to contact Farmer's electric on 2 lights that appear to have an issue. (Quail Creek and Pheasant Hill + Quail Creek.) Because these lights are intermittently experiencing issues, Ken has delayed the repair to be sure the issue is consistent enough for Farmer's to remediate when they come out.
- Last month Shana contacted Ken about a light on the south side of the entrance that is not lighting at night. Ken contacted the electrician to provide a bid which will include replacing the light in the front and includes replacing all the light covers. (This should mitigate the necessity for future repairs.) The estimate was ~\$520 to repair and remediate items in disrepair.
- Ken will send the city an email on the streets to address the areas that are in extreme disrepair. We want to be sure the information is clear and accurate to be sure it is received with appropriate consideration.

Treasurer, Shana Nalls, provided the financial report which includes the Income statement and balance sheet. Last month's income & expenses were consistent with the budget and expectations. The December statement reflects payments to 3 recurring vendors (Farmer's Electric, RCH Water, JG Landscape), with no additional activity.

A certified letter was sent to the one outstanding homeowner for HOA dues assessment. The letter is not yet showing as delivered.

Next step on a collection standpoint is to record the lien with the County; ~\$30 to record the lien.

We will communicate/notify homeowner of lien filing for house with outstanding HOA dues.

ARC review:

- No ARC requests submitted.
- It was discovered that the password needs to be changed on the ARC mailbox. All mailbox passwords will be updated for all accounts.

The question put by the Chair that the February Regular Board Meeting be held February 19th, 2023, 7 pm in the McLendon-Chisholm City Hall, date and time approved.

The Board recessed into Executive Session at 7:21 PM and reconvened at 7:37 PM.

Summary of Executive Session:

- Out building removed after final courtesy notification was sent.
- Previously reported trailer in driveway, the situation appears to be remediated. The trailer has not been in the driveway since the last month discussion.
- Courtesy notice on landscape violation notifying that certified letter violation is next step.

The meeting adjourned at 7:39 PM.