



**Quail Creek Homeowners Association**

**Board Meeting Minutes**

November 18, 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 held on Monday November 18, 2024, at 7:00 PM. A quorum was established with the following members in attendance: John Regan, (President), Shana Nalls (Treasurer), Tish Bruckner (Secretary), Herb Harker, George Blackford, Natalie Peters (Members-at-Large), Shawn Allen (ARC Chair); absent, Ken Daulong (Vice President).

Called to order at 7:01 pm.

Quorum set and agenda approved.

A motion to approve the October 21st Board meeting minutes made by Shana, George second the motion, approved.

Common area update: (Updates provided to John via text in advance of meeting.)

- Front entrance brick repair is complete.
- Ken received a quote from JG Landscape for the sprinkler controller repair and will review at our next meeting.

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.

Reimbursement of \$31 for John Regan filing management certificate. George motion to approve reimbursement, Tish seconded, approved. Need to update TREC, Shana will review the process to complete that update.

Motion to reimburse Bob Steinhagen up to \$275 for the cost of Quail Creek email services billing. George second, motion approved. Bob will need to submit the receipts for reimbursement.

HOA assessment receivables update is that we received 2 of the 3 outstanding. Shana mailed a reminder letter a week ago to the final outstanding homeowner and will follow-up.

2025 budget review: Shana presented a proposed budget for 2025. We will have a surplus of approximately \$3000; we will reduce the legal expense budget by \$650 and move that budget expense to landscape maintenance in anticipation of the repair of the sprinkler controller.

Shana recommends maintaining \$340 as the 2025 HOA annual assessment, Herb second, approved.

ARC review:

- Don Keeling is finalizing designs for additions to his and Betty Keeling's home to add living space a pool and deck extension. Final designs are expected for review and consideration by ARC.

A proposal for the future meetings to move from Monday to Wednesday to accommodate Board member schedules. The December Regular Board Meeting will be held Wednesday December 18, 2024, 7 pm in the McLendon-Chisholm City Hall, date and time approved.

The Board recessed into Executive Session at 7:37 PM and reconvened at 7:47 PM.

Summary of Executive Session:

- Courtesy notice for fence leaning due to past storm and landscape maintenance sent.

The meeting adjourned at 7:48 PM.