

Quail Creek Homeowners Association

Board Meeting Minutes

October 29, 2025

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 Wednesday October 29, 2025. A quorum was established with the following members in attendance: John Regan, (President), Ken Daulong (Vice President), Shana Nalls (Treasurer), Tish Bruckner (Secretary), Herb Harker, Natalie Peters, George Blackford (Members-at-Large), Grant Ashmore (ARC member).

The meeting was called to order at 7:08 pm and the agenda approved.

A motion to approve the September 19th Board meeting minutes with an update to the date for the fall break was made and the minutes were approved.

Common areas update:

- There is a leaning light pole on Quail Creek. Farmer's Electric was contacted for the repair, and the repair work appears to be in progress.
- JG Landscaping completed the updates to the front entrance landscaping.
- Tommy Thomas was contacted to provide an estimate to touch up the faded words on the Clint Packer Memorial Park sign.

Treasurer, Shana Nalls provided the monthly financial reports including the Income statement and Balance sheet. Last month's income & expenses were consistent with the budget and expectations.

There was an increase in funds of \$1000.93 from prior month, primarily associated with HOA assessments being received.

Income September: \$2481.39

- Assessments: \$2430.00
- Interest: \$1.39
- Resale Certificate: \$50

Expense September: \$1,480.46

- Landscape Maintenance: \$952.60
- Utility Expense: \$527.86
 - Electric (FEC): \$277.40
 - Water: \$250.46

We have 2 reimbursement requests:

- \$16.97 reimbursement to Herb for ant treatment that is used for park and front entrance. Shana moves to reimburse, George second, approved.



- Receipts from Shana for \$80.66 (22.94 for mailing labels, 57.72 for postage) for past due assessment letters and annual meeting mailings. George motion to approve reimbursement to Shana, Tish second, approved.

We currently have one homeowner outstanding in HOA assessment dues. Shana presents a motion to send a registered letter to the homeowner requesting prompt payment or a signed Alternative Payment Agreement per Policy; the motion was approved. Shana also has checks from 2 other Homeowners that have not yet been deposited.

We discussed the planning for the 2026 budget.

A couple of items mentioned were the condition of our front entrance wreaths and the Board meeting notice sign insert. These costs will be included in the 2026 budget plan.

Insurance renewal is upcoming for our common areas; the insurance coverage includes the playground equipment with a premium of \$250 but does not include any coverage the front entrance. We will assess the cost for adding insurance for the front entrance to our current coverage. Ken will follow up with Shana on what the premium increase is with front entrance coverage, and we will assess the risk vs. reward.

Shana recommended that going forward the Balance Sheet be included for reference with the minutes and that the bank statements be periodically reviewed by a non-check signer. Both measures are designed to increase transparency and improve internal controls, though neither is strictly required by the Bylaws. We will start including the balance sheet paperwork in our future meeting minutes.

*Shana requested an update to the annual meeting minutes for instructions that the HOA bank check signer cards will be updated with current signers, Treasurer, Vice President and President per Bylaws.

The October regular HOA monthly Board meeting is scheduled for Wednesday November 19th at the McLendon-Chisholm City Hall, date and time approved.

ARC review:

- No updates.

The Board recessed into Executive Session at 8:03 PM and reconvened at 8:13 PM.

Summary of Executive Session:

- 29263A - Courtesy notice sent for ATV
- 221982 - Courtesy notice sent for storage
- 221946 – A certified letter of formal violation on the trailer in view in driveway along with debris along side of house. Courtesy notices have been sent in the recent past. CC&R 7.5e addresses this.

A tracking list of violations has been updated in excel sent to our HOA mailbox and will be hosted on OneDrive.

The meeting adjourned at 8:14 PM.

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Balance Sheet

30-Sep-25

American National Operating Account #3710	\$ 33,413.83
American National Capitol Account #9807	\$ 56,505.86
City of McLendon-Chisholm Deposit (CK1226 8.11.22)	\$ 200.00
Total Assets	\$ 90,119.69

Total Liabilities

\$ -	
\$ 90,119.69	X

Net Equity

Funds Change Proof - See CM Income Statement	
CM Total Assets	\$ 90,119.69
PM Total Assets	\$ (89,118.76)
Funds Change CM	\$ 1,000.93

8/18/88

Alvin Horos