

**Minutes of the Regular Meeting of the Board
The Gardens Over Tapatio Springs Owners Association
November 17, 2011**

Approved

A Regular Meeting of the Officers of The Gardens Over Tapatio Springs Homeowners Association, a Texas non-profit corporation (the "Association"), was held via conference call with Textron pursuant to call by the Board President of the Association.

Board Members Present: Linda Stephens, Andy Much and Steven Snellman

Also Present: Laurel Hinton – Association Management Services

Call to Order: The meeting was called to order at 2:03 p.m. by Linda Stephens. The President being in the chair and the Recording Secretary present.

Officers: Resignations & Appointments - Secretary-
○ Resignation – The Board accepted the resignation S. Holt as Secretary
○ Appointment -
Motion: It was made and seconded to appoint Norma L. Duncan to fill vacancy of Secretary created by the resignation of S. Holt; all agreed; motion carried.

Approval of the Minutes: August 30, 2011 Officers Meeting Minutes-
Motion: It was moved and seconded to approve the minutes as presented. All agreed; motion carried.
September 20, 2011 –
○ Members Meeting Minutes – The Board accepted the minutes as presented; the minutes will be officially approved at the 2012 Members Meeting by those members present.
○ Organizational Meeting Minutes-
Motion- It was made and seconded to conditionally approve the minutes as amended; all agreed; motion carried.

Financial Report: October 31, 2011 Month End Financial Report--
○ The Financials were conditionally accepted as presented; further review of *Current Liabilities – ProComm Transfer Fees (\$13,200)* will be conducted.
○ The Financials will be filed with the Association documents at the AMS Management Office.

Community Business: General –
○ Mailbox Cover –
○ Schematics – Previously Approved by Board via email
▪ Motion: It was made and seconded to approve the cost for the mailbox cover design, created by architect, Dave Morris, in an amount of \$609.00; all agreed; motion carried. Copies of the plans have been sent to Board for review.
○ Construction –
○ Bids – Proposals for construction are in process
○ Funding – Payment for this component will be paid out

of the Operating Account Funds

- Entry Landscaping Enhancements - Terra Vista Landscape Development -
Motion: It was made and seconded to approve the proposal presented by Chad Meyer, Terra Vista Landscape Development, for the entry enhancements, in an amount of \$17,926.00 (excluding taxes); all agreed; motion carried.
- Harpole Easement (Exhibit A) – An email from J. Harpole authorizing an encroachment of 25 feet on each side of entrance, which may be necessary with the enhancements, is on file for the record.
- Website–
Motion- It was made and seconded to approve moving forward with a community website; all agreed; motion carried.
- New Legislation - Resolutions Adoption(s) – *In Process with Attorney*
 - Dedictory Instruments
 - Records Retention
 - Records Publication & Copying
 - Payment Plan Guidelines
 - Collection Policy
 - ARC Guidelines - *pending review by Board/HOA Attorney*
 - Force Mowing - *pending review by Board/HOA Attorney*

Legal/Compliance:

- Payment of BEC Bills –
 - Shalit – No reply was received from M. Shalit to correspondence that was sent to him by the HOA attorney requesting he respond by September 11, 2011.
 - New Meters- HOA is in process of setting up two new electrical meters under Gardens HOA name with BEC; which are solely the responsibility of the HOA. One each to be located at the gate and mailbox area(s).

Adjournment: There being no further business, the meeting adjourned at 2:37 p.m.

Linda Stephens, President

Laurel Hinton, Recording Secretary