

**COUNCIL CREEK SOUTH PROPERTY OWNERS ASSOCIATION
EXECUTIVE BOARD MEETING AGENDA
June 5, 2010**

A. CALL TO ORDER

1. Roll call of members present: Members present: CB Harrah, Suzi Campagna, Rene Villarreal, Susan Cowan, and Candy Smith
2. Election of officers: Motion was made and seconded for the following positions: CB Harrah-President; Rene Villarreal-Treasurer (pending official approval from his company); Candy Smith-Secretary; Susan Cowan-Director at Large. Motion carried.

B. APPROVAL OF PREVIOUS MINUTES: Motion made and seconded to approve minutes of the February 20, 2010 as read. Minutes were approved as read.

C. COMMITTEE REPORTS

1. Treasurer's Report: Suzi-reviewed the balance and past due accounts. Motion was made and seconded and the treasurer's report was approved.

D. OLD BUSINESS

1. Status of Website: Susan reported on the status of the website and it will be sometime this summer at the earliest before it can be up and running. The Board discussed purchasing Adobe which will be needed to format webpages as well as the newsletter. The Board approved the purchase of the Adobe software.
2. Infrastructure Maintenance:
 - Boat Dock at ramp-Ron Brannan has indicated willingness to help with the POA. Jim Smith worked on this previously. Bruce Weir was willing to ask questions of a contractor regarding installation. Jim will work with Ron and Bruce (if they are willing) on getting the walkway set up. CB will revise the charter for the boat dock committee.
 - Road Maintenance- Paving still to be done on Echo, Skippy needs brush trimming so fire truck can get access to street. Road base was started last year on Paul but not completed; this job needs to be finished. CB formally requested Bill Neve to accept about 1000 feet of CCS roads as an arterial route. Bill Neve will be working up a cost estimate. The POA will be responsible for the material costs.
3. Policies and Procedures: The Board will determine top three, and work on these in the future
4. Status of Fire-wise Planning: Firewise planning point of contact is Jan Fulkerson with Texas Forest Service. She is working with us to be nationally recognized as a Firewise community, we have to have a 5 year plan, and we have to have a member who attends training, (Claire Harrah and Jim Cooper are on the committee currently). Plan will be turned in once training is completed. We are given \$21 credit for each volunteer hour that we can apply for various forms of assistance. Members will stay updated on this process via the newsletter and email.
5. Status of Amendment of POA Bylaws: Amending the by laws is a 2 step process. At one point, the process was amended to indicate that 51% of the membership had to

approve any changes. Board feels that wording should be changed to indicate that this would be 51% of voting members, otherwise someone who just doesn't care to respond is counted as a "no" vote. A vote will be sent out to members about this.

6. Status of Amendment of CCS Covenants, Conditions and Restrictions: Board discussed including in any recommendation that they are perpetual, but be reviewed every 5 years for needed updating or amendments. Currently CB has updated the text and this will be sent to the Board for review, then on to property owners on the mailing list. The plan is to have the first cut out by September.

E. NEW BUSINESS

1. Board Vacancy: CB noted that in order to meet the by laws an election will need to be held to fill the current vacancy on the Board, and this will need to go out to the members for a vote. Members will be approached to see if they have an interest in serving on the board, and ballots will be sent out at such time candidates are found.

2. Articles for next newsletter: Plan to get it out around the middle of July and include: Firewise planning; Difference between bylaws and deed restrictions; Vote on 51% change

F. PARKING LOT ITEMS:

- How we collect assessments-this will be something to work on in the future. We will need to work on this under our Policies and Procedures. The goal is to have people pay that are able to pay, but be considerate of people who are in financial difficulty.
- Filing of tax forms and tax exempt status. Previously, some confusion has existed on whether donations to the POA are tax deductible. The POA does not have 501(c)3 status. Most likely we are a 501(c)4, and contributions would not be deductible. Information about this will be included in the next newsletter.
- Discussed purchasing an external hard drive that could be used to store data and move data from member to member. Board members agree that this is a good idea and will be looked into.
- Discussed if creation of a communication committee would be beneficial in maintaining a skill set, such as maintaining the website and newsletter.
- Candy reported that the POA files have been reorganized and cleaned up. Information regarding personal issues that was not relevant to POA business was removed.
- Suzi asked who our agent is with the state for incorporation status. Candy has the file and will check on this.
- Suzi also asked about renewing liens on people who have not paid their fees.

G. ADJOURNMENT: Meeting was adjourned at 12:02 p.m.