

FOX MEADOW HOMEOWNERS ASSOCIATION

Meeting Minutes

March 22, 2018

Present: Board of Directors and Homeowners

Next meeting: June 18, 2018, BVPM

1. Announcements

Sign-in, registration, introduction, and welcoming packet

2. Discussion

Terry introduced himself and the company to the members who were in attendance. He explained what we should expect from them and all that they will do for the community. Talked about the portal that was sent out to all homeowners via email that they each have access to.

Terry went over the financial report and corrected his error of the amount he put down for the insurance total.

Terry also suggested that somewhere down the line we might want to think about raising the dues as \$2400 (the amount paid to BVPM/year) is taking about half of what is collected with dues.

There were no minutes taken from the 2016-2017 annual meeting and did make note that BVPM included minutes only from the previous Boards meetings with BVPM.

Terry went over the delinquent accounts and mentioned that the Board will decide if they want to turn them over to an attorney.

Terry went over the budget sheet.

Katie Haines asked for the percentage of how much we can raise our dues. Toni Myers replied that she will check the Bylaws and get back with her. Katie Haines then said that if we raise our dues people still won't pay and Terry and said that it will need to be a vote before anything.

Chris Hardcatsle joined the topic and asked if the members do get to vote because he doesn't remember hiring a company. He mentioned being on a Board. Ashley Quinones stated that he is a member on the ACC who only deals when homeowners want to make a change on the outside of their home. He asked that doesn't the Board have to tell the homeowners before they make a change like this. They answered no that the Board does not have to let them know. Terry wanted to inform him that they did give the Board three different proposals.

The Board explained to the homeowners who were present why they made this move and why they thought this was the best move for the community.

Ariel Quinones explained that the Board did not hire the company just to make people pay their dues. He mentioned that we hired them so that they can help us with fixing our community; getting the light at the mailbox that everyone wants, helping us to get a sign at the front entrance, to teach us how to properly run our HOA so that when we don't have the funds we can actually take care of our community the right way.

3. Unfinished business

Terry is to make an updated financial report. Set up a reserve account. Check on the sidewalks whether they are the cities responsibility of the homeowners.



Brazos Valley Property Management
903 S. Texas Avenue College Station, TX 77840
Business (979)764-2500 Fax (979)764-0508

Fox Meadow HOA Board Meeting

June 18th 2018
6:30pm – 8:30pm
903 S. Texas Ave, College Station, Texas 77840

AGENDA ITEMS

1. 2018 Financial report / Budget
2. Delinquencies
3. Bylaws/Rules & Regulations
4. Light at mail box
5. Adjournment

Cash Flow

BVP Management, Inc.

Properties: Fox Meadows HOA - Mariposa Court Bryan, TX 77805

Date Range: 01/01/2018 to 06/18/2018

Accounting Basis: Cash

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
INCOME	(4,169.99)	52.32	4,169.99	52.32
Homeowners Association Dues	3,800.00	47.68	3,800.00	47.68
Total Operating Income	<u>-7,969.99</u>	<u>100.00</u>	<u>7,969.99</u>	<u>100.00</u>
Expense				
Insurance	1,400.00	17.57	1,400.00	17.57
Management Fee	1,000.00	12.55	1,000.00	12.55
Total Operating Expense	<u>2,400.00</u>	<u>30.11</u>	<u>2,400.00</u>	<u>30.11</u>
NOI - Net Operating Income	5,569.99	69.89	5,569.99	69.89
Total Income	7,969.99	100.00	7,969.99	100.00
Total Expense	2,400.00	30.11	2,400.00	30.11
Net Income	<u>5,569.99</u>	<u>69.89</u>	<u>5,569.99</u>	<u>69.89</u>
Cash Flow	<u>5,569.99</u>		<u>5,569.99</u>	
Beginning Cash	0.00		0.00	
Beginning Cash + Cash Flow	5,569.99		5,569.99	
Actual Ending Cash	<u>5,569.99</u>		5,569.99	

Expense Register

Properties: Fox Meadows HOA - Mariposa Court Bryan, TX 77805

Payees: All

Bill Status: All

Bill Date Range: 01/01/2018 to 06/18/2018

Property	Unit	Payee Name	Bill Date	Check Date	Expense Account	Cash Account	Amount	Unpaid/ Paid	Reference/ Check #	Description
Fox Meadows HOA - Mariposa Court Bryan, TX 77805		BVP Management, Inc.	02/09/2018		6540 - Management Fee	1111 - Rental Account	200.00			Management Fee for 02/2018
				02/13/2018				200.00	120939	
Fox Meadows HOA - Mariposa Court Bryan, TX 77805		BVP Management, Inc.	03/01/2018		6540 - Management Fee	1111 - Rental Account	200.00			Management Fee for 03/2018
				03/01/2018				200.00	120985	
Fox Meadows HOA - Mariposa Court Bryan, TX 77805		BVP Management, Inc.	04/04/2018		6540 - Management Fee	1111 - Rental Account	200.00			Management Fee for 04/2018
				04/04/2018				200.00	121065	
Fox Meadows HOA - Mariposa Court Bryan, TX 77805		Beal & Winn Insurance Agency, LLC	04/09/2018		6470 - Insurance	1111 - Rental Account	750.00		Fox Meadows	Directors & Officers Liability
				04/09/2018				750.00	121118	
Fox Meadows HOA - Mariposa Court Bryan, TX 77805		Beal & Winn Insurance Agency, LLC	04/09/2018		6470 - Insurance	1111 - Rental Account	650.00		1000309778	Insurance
				04/09/2018				650.00	121123	
Fox Meadows HOA - Mariposa Court Bryan, TX 77805		BVP Management, Inc.	05/01/2018		6540 - Management Fee	1111 - Rental Account	200.00			Management Fee for 05/2018
				05/01/2018				200.00	121180	
Fox Meadows HOA - Mariposa Court Bryan, TX 77805		BVP Management, Inc.	06/05/2018		6540 - Management Fee	1111 - Rental Account	200.00			Management Fee for 06/2018
				06/05/2018				200.00	121278	
Total							2,400.00			

HOA DELIQUENCY

Properties: Fox Meadows HOA - Mariposa Court Bryan, TX 77805

Amount Owed In Account: All

Balance: Greater than 100.00

Unit	Name	90+
Fox Meadows HOA - Mariposa Court Bryan, TX 77805		
3709 Mariposa Court	[REDACTED]	
3724 Mariposa Court	[REDACTED]	200.00 ✓
3728 Mariposa Court	[REDACTED]	200.00 ✓
3733 Mariposa Court	[REDACTED]	858.00
3736 Mariposa Court	[REDACTED]	200.00 ✓
3745 Mariposa Court	[REDACTED]	436.00 ✓
3752 Mariposa Court	[REDACTED]	200.00 ✓
		200.00 ✓
		2,294.00
Total		2,294.00

FOX MEADOW HOMEOWNERS ASSOCIATION

Meeting Minutes

June 18, 2018

Present: Ariel Quinones-Rivera, Jessica Carroll, Alyssa Biediger, Ashley Quinones, Toni Myers

Next meeting: October 18, 2018, BVPM

1. Announcements

New member, budget, delinquent accounts, improvements

2. Discussion

New member not present

Went over budget sheet and meeting packet.

Entrance sign- wanting to wait until we have more money in the account. Also talked about what design we were wanting and one that we wouldn't have to keep up with all the time.

We still have three (3) delinquent accounts. One of the three accounts is now on a payment plan. Others have been sent letters and discussed the process and that their next letter will give them 30 days before an attorney sends their letter. If the attorney does send their letter then the homeowner of that account is responsible of paying the attorney fee minimum of \$243.00 which states in the letter.

Multiple calls have been made about the RV parked in the backyard of one of the homeowners. It is not in violation. Our rules state that it can be in the back yard however, there can't be anyone living in it. And if we really wanted to be difficult we could say that we don't want it to be seen, but then we would have to allow him to build a fence tall enough for it not to be seen. Agreed to just leave the RV alone.

Trash can issue- sending out violations and discussed our garbage schedule

Violation was sent out about the loose dog in the neighborhood. Dog was caught on camera without a leash.

Toni mentioned if we ever see something that is in violation to send her an email because she is still learning our rules.

Light at mailbox- Toni got us a bid with one contractor. We also discussed that we have a homeowner who is an electrician whose account is delinquent and that we could possibly discuss trading out (work for deducting dues) with him so we could save money. Toni will call him and discuss this possible deal with him.

3. Closing



Brazos Valley Property Management
903 S. Texas Avenue College Station, TX 77840
Business (979)764-2500 Fax (979)764-0508

Fox Meadow HOA Board Meeting

October 18th 2018
1:00 – 2:00pm
903 S. Texas Ave, College Station, Texas 77840

AGENDA ITEMS

1. 2018 Financial report / Budget
2. Delinquencies
3. Reserve Account
4. Light at mail box
5. Stylecraft monument sign
6. Adjournment

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Meeting Minutes, March 22, 2018

Page 2

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Cash Flow

BVP Management, Inc.

Properties: Fox Meadows HOA - Mariposa Court Bryan, TX 77805

Date Range: 01/01/2018 to 09/30/2018

Accounting Basis: Cash

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
INCOME	4,169.99	51.04	4,169.99	51.04
Homeowners Association Dues	4,000.00	48.96	4,000.00	48.96
Total Operating Income	8,169.99	100.00	8,169.99	100.00
Expense				
Insurance	1,400.00	17.14	1,400.00	17.14
Lawn/Property Maintenance	240.00	2.94	240.00	2.94
Management Fee	1,600.00	19.58	1,600.00	19.58
Total Operating Expense	3,240.00	39.66	3,240.00	39.66
NOI - Net Operating Income	4,929.99	60.34	4,929.99	60.34
Total Income	8,169.99	100.00	8,169.99	100.00
* Total Expense	3,240.00	39.66	3,240.00	39.66
Net Income	4,929.99	60.34	4,929.99	60.34
Cash Flow	4,929.99		4,929.99	
Beginning Cash	0.00		0.00	
Beginning Cash + Cash Flow	4,929.99		4,929.99	
Actual Ending Cash	4,929.99		4,929.99	

Expense Distribution Report

Property: Fox Meadows HOA - Mariposa Court Bryan, TX 77805

Payee: All

Bill Date Range: 01/01/2018 - 09/30/2018

Reference	Bill Date	Property Name	Unit	Property Address	Payee	Payable Account	Amount	Unpaid Amount	Check #	Check Date	Description
6470 - Insurance											
Fox Meadows	04/09/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	Beal & Winn Insurance Agency, LLC	2200	750.00	0.00	121118	04/09/2018	Directors & Officers Liability
1000309778	04/09/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	Beal & Winn Insurance Agency, LLC	2200	650.00	0.00	121123	04/09/2018	Insurance
							1,400.00	0.00			
6475 - Lawn/Property Maintenance											
724546	06/21/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	George Solis	2200	240.00	0.00	121380	06/21/2018	Monthly Lawn Maintenance
6540 - Management Fee											
	02/09/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	BVP Management, Inc.	2200	200.00	0.00	120939	02/13/2018	Management Fee for 02/2018
	03/01/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	BVP Management, Inc.	2200	200.00	0.00	120985	03/01/2018	Management Fee for 03/2018
	04/04/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	BVP Management, Inc.	2200	200.00	0.00	121065	04/04/2018	Management Fee for 04/2018
	05/01/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	BVP Management, Inc.	2200	200.00	0.00	121180	05/01/2018	Management Fee for 05/2018
	06/05/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	BVP Management, Inc.	2200	200.00	0.00	121278	06/05/2018	Management Fee for 06/2018
	07/02/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	BVP Management, Inc.	2200	200.00	0.00	121393	07/02/2018	Management Fee for 07/2018
	08/02/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	BVP Management, Inc.	2200	200.00	0.00	121495	08/02/2018	Management Fee for 08/2018
	09/04/2018	Fox Meadows HOA		Mariposa Court Bryan, TX 77805	BVP Management, Inc.	2200	200.00	0.00	121584	09/04/2018	Management Fee for 09/2018
							1,600.00	0.00			
Total							3,240.00	0.00			

Delinquency

Properties: Fox Meadows HOA - Mariposa Court Bryan, TX 77805

Tenant Status: Current and Notice

Amount Owed In Account: All

Balance: Greater than 50.00

Unit	Name	Amount Receivable
<hr/>		
Fox Meadows HOA - Mariposa Court Bryan, TX 77805		
3724 Mariposa Court		200.00
3728 Mariposa Court		858.00
3733 Mariposa Court		200.00
3736 Mariposa Court		436.00
3745 Mariposa Court		200.00
3752 Mariposa Court		200.00
		2,094.00
Total		2,094.00