

Green Branch Ridge HOA Board Meeting Minutes

2112 W Briargate Dr

Bryan, TX 77803

6:00 p.m.

May 17, 2023

Attendees:

Cody Waller, HOA Vice President

Julie Diem, HOA Secretary/Treasurer

Lindsay Cravatt, HOA Social Committee

Justin Manning, HOA Board Member

Dale Nesbit, HOA Board Member

Darlynne Beard (ACC)

Tiffany York (AS)

Agenda:

Call Meeting to Order:

Cody Waller called the meeting to order at 6:02 p.m., and given there was a quorum present, this would be an official Business Meeting.

Open Forum:

None

Review and approve Board Meeting Minutes:

Minutes from the 4/19/2023 and May 11, 2023, were presented and reviewed. Cody Waller, HOA VP made a motion to approve the minutes from 4/19/2023 and Dale Nesbit made a second, and the vote for minutes was unanimously approved.

Presentation of Officers & Committee Reports:

- **Treasurer's Report**
 - Julie presented the Balance Sheet and P&L (Cash Basis) for April 2023. Of special notation was Accounts Receivable of -400.12. This was due to three overpayments that were refunded.
 - Expenses Totaled \$1046.18 and Income was \$1105.02 for a Net Income of 58.84.
 - P&L for January through April 2023 (Cash Basis) Net Income was \$8,940.07.
- **President's Report**

- Cody updated the board on homeowner missing emails that is still in progress.
- Tiffany/Association Services provided and update on the Annual Filings
 - Federal Income Tax form filed 4/11/2023.
 - Franchise Tax filed on 5/17/2023.
- Architectural Control Committee
 - ACC activity report to BOD
 - **Action Item: Tiffany York to send.**
 - Develop standardized ACC request form: **Action Item still OPEN.**
 - Mailbox Key Policy
 - **The policy was completed and approved by the board.** Will be posted on the website.
 - Status of common area
 - No change from previous update.
 - Builders' agreement examples
 - Action Item still in process. Assigned to Cody Waller.

Closed Executive Session:

The HOA board went into closed executive session.

Summary of actions resulting from Executive Session:

Cody Waller, Vice President of the GBR HOA Association made a motion to authorize the Green Branch Ridge HOA Board President or Vice President to sign a contract with Beal Properties for HOA management services as described in their April 20, 2023 correspondence with an effective date of August 1, and to terminate services from Association Services on that same effective date.

Lindsay Cravatt made a second and the vote was unanimous.

Other Business:

- Darlynn Beard updated the board that TexCon is coming to inspect the road repair that was completed by the builder on Meadow Green. Mrs. Beard will keep the board updated on the feedback from TexCon.
- Next HOA Board Meeting is scheduled on June 13, 2023, at C&J BBQ at 2112 W Briargate Dr, Bryan, Tx

Meeting Adjourned:

Julie Diem made a motion to adjourn the meeting. Cody Waller seconded the motion. All voted in favor of the adjournment. The meeting was adjourned at 7:25 p.m.