

Green Branch Ridge HOA Board Meeting Minutes

2112 W Briargate Dr

Bryan, TX 77803

6:00 p.m.

July 12, 2023

Attendees:

Joe Hegwood, HOA President

Julie Diem, HOA Secretary/Treasurer

Lindsay Cravatt, HOA Social Committee

Kevin Limmer, HOA Board Member

Dale Nesbitt, HOA Board Member

Toni Myers, Beal Properties

Brady/Debbie Brennan, GBR Homeowners

Agenda:

Call Meeting to Order:

Joe Hegwood called the meeting to order at 6:05 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 June 13, 2023, HOA board meeting was presented and reviewed. Lindsay Cravatt, HOA Board Member made a motion and Dale Nisbet, HOA Board Member made a second to approve the minutes from June 13, 2023. The vote to approve the minutes was unanimous.

Additionally, the Landscape Policy was approved by the HOA board via email vote. The board members that voted "YES" to approve the Landscape Policy were the following: Justin Manning, Julie Diem, Cody Waller, Joe Hegwood, Lindsay Cravatt. Dale Nisbet approved by email.

Not Voting: Kevin Limmer

Action Item: Meet with Beal Properties after 8/1/23 transition to file GBR HOA Landscape Policy with Brazos County in a manner consistent with their methodology.

Presentation of Officers & Committee Reports:

- **Treasurer's Report**

- The Balance Sheet and P&L (Accrual Basis) for June 2023 was presented. Total assets as of 6/30/2023 were \$45,769.00, Liabilities were \$1396.01 for a Total Liabilities & Equity of \$45,769.00.

- **President's Report**

- Discussion and possible action on Management Company Transition – Beal Properties

Toni Myers with Beal Properties was present to provide a status of the transition on 8/1/2023 from Association Services to Beal Properties. Toni shared there are several items that Beal Properties requires to complete the transition. As of the date of this board meeting, the only information received from Association Services is the owner directory. Once Beal Properties has received the resident email information, they will send a communication to property owners with the necessary information. I.e. activation link, the resident portal, and the public site information.

Julie Diem suggested that members of the board do a ride around the neighborhood with Beal Properties to become familiar with the CCR's. Toni Myers agreed and will ensure that that happens.

Action Item: Beal Properties will also provide the 2023 Texas Legislative update for legislation that impacts HOA's at the August HOA board meeting. She will send out information prior to the meeting. Joe Hegwood to add this to the agenda for August.

Action Item: Lindsay Cravatt to send GBR resident contact information to Beal Properties to begin transition activities and inform residents of pertinent information for 8/1/2023.

Update: Action item completed by Lindsay Cravatt on 7/17/2023.

- Resident Emails
 - Joe provided an update that great progress has been made in retrieving email addresses for the GBR residents. The status of needing email addresses has decreased to approximately a dozen remaining.
- Architectural Control Committee
 - ACC monthly activity report to BOD
 - No members of the ACC were present to provide information.

Action Item: Julie Diem to email Wade Zimmer, ACC chair for July status.

- Update: Wade emailed the ACC states to Julie Diem as of 7/17/23. They are as follows:
 - Two open requests
 - Shop building
 - Landscaping

Closed Executive Session:

The HOA board went into closed executive session.

**Per Section 209.0051.(c):closed executive session to consider actions involving personnel, pending, or threatened litigation, contract negotiations, enforcement actions, confidential communications with the property owners' association's attorney, matters involving the invasion of privacy of individual owners,*

Summary of actions resulting from Executive Session:

- None

Other Business:

- Joe Hegwood, HOA President provided the following update from Michelle Beard GBR Developer with the following road/common area update:

“I have reached out to my construction team about a possible start date for the repairs to 6 and 7 A, but do not have that yet. We did the one-year inspection for 7 B, have the results, and I am in the process of determining how much (if any) of the repairs will be made by our original contractor and how much I will need to do separately. The lawyers are also at work on the common area transfer.”

Action Item Review:

- **Update on June 2023 Action Items:** All Action Items from the June 2023 meeting were completed.
- **Action Item:** Meet with Beal Properties after 8/1/23 transition to file GBR HOA Landscape Policy with Brazos County.
- **Action Item:** Beal Properties will also provide the 2023 Texas Legislative update for legislation that impacts HOA's at the August HOA board meeting. She will send out information prior to the meeting. Joe Hegwood to add this to the agenda for August.
- **Action Item:** Lindsay Cravatt to send GBR resident contact information to Beal Properties to begin transition activities and inform residents of pertinent information for 8/1/2023.
COMPLETE
- **Action Item:** Julie Diem to email Wade Zimmer, ACC chair for July ACC information that is to be conveyed to the board. **COMPLETE**
- **Action Item:** Association Services to provide all previously requested information to Beal Properties in a timely manner.

Set date, time, and place for next Board Meeting

Next HOA Board Meeting is scheduled on **August 16, 2023**, at C&J BBQ at 2112 W Briargate Dr, Bryan, Tx from 6-8 p.m.

Meeting Adjourned:

Lindsay Cravatt made a motion to adjourn the meeting. Kevin Limmer seconded the motion. All voted in favor of the adjournment. The meeting was adjourned at 7:44 p.m.