

## Minutes

### Green Branch Ridge Home Owner Association

March <sup>04</sup>30, 2021

Attendees: Lindsey Cravatt, Stephanie Bartenope, Ed Barron, Jack Cressett

Ed called the meeting to order and asked for a review of the minutes of the Minutes of the February 4, 2021 Board Meeting. Hearing on comments, revisions or additions he asked for a motion to approve, Stephanie so moved and seconded by Lindsay. The vote to approve passed.

Ed introduced Mr. Jack Gressett, President of Associated Services and asked for a status report on assistance to our HOA. Nothing yet regarding pricing our liability policy for the HOA and Officers/Directors. Still working on contact list to send out invoices for our Annual Maintenance Assessment. He reported on contact with the Texas Secretary of State on status of our Articles of Incorporation. The State forfeited our Incorporation due to failure to report annually in 2005. He strongly recommended we obtain the liability insurance coverage for the HOA and its Board and Officers. He needs a bank reconciliation of our most our most recent bank statement. He needs our bank routing number and correct bank account name.

I have contacted our lawyer Mrs. Thea Clark and authorized her to file the necessary paperwork to legally register with the State. She also recommended given the time lag and penalties we reapply versus go for re-instatement.

We discussed the status of developing our web-site in addition to what we have with Associated Services, given the latter is very limited space wise. Lindsey is developing one for our HOA. Jack said his web-site will direct contacts to our own site for additional information.

We discussed providing access to the HOA members to our Board Meetings via Zoom. Jack said he will provide guidelines (Open Records Act) on how we should proceed.

Regarding initiating Patrol, our attorney advised to wait till we have the new Declarations and By Laws officially approved before beginning.

Jack recommended before starting Patrols we send our notice to lot owners patrols will soon begin to check for non-compliance with the Declarations, he will provide a list of common violations for Board review, the letter will request their help in bringing anything they have into compliance.