Westside at Buttercup Creek Homeowners Association, Inc.

Date: Tuesday, September 10, 2019

Location: Treasure of the Hills Senior Activity Center

408 Ridgewood

Cedar Park, TX 78613

**Board Meeting Minutes**

1. Public Session Call to Order
	1. The board meeting was called to order by President SaraMarie Blunt at 7:00pm.
	2. A quorum was established by the board members in attendance: SaraMarie Blunt, Denney James, Walt Conlin, Dennis Domanski and Isaac LeGrand.
	3. Residents in attendance: None.
	4. Also in attendance: Jim Smitherman and Jamie Richardson.
2. Open Forum
	1. No comments.
3. Ratify Board Votes Since Last Meeting
	1. Approved HelloNabr proposal to host two social events for a total of $7,850.
		* Halloween event: October 27th from 1-2:30pm
		* Christmas event: December 14th from 1-3pm
	2. *Isaac LeGrand moved to ratify the board actions as detailed above. Denney James seconded the motion. The motion carried 5-0.*
4. Approval of Last Board Meeting Minutes
	1. The board reviewed the August 13th board meeting minutes.
	2. *Dennis Domanski moved to approve the August 13, 2019 board meeting minutes as presented. Isaac LeGrand seconded the motion. The motion carried 5-0.*

1. Manager’s Report – Jim Smitherman
	1. Financials
		* The 2019 YTD financial reports were presented.
	2. Violations
		* The 2019 YTD violation report was presented.
	3. Action item update
		* Jim gave an update on the action items from the last meeting.
2. Committee Reports and Other Business
	1. Pool
		* The pool will close on Sunday, October 13th.
	2. Landscape
		* Jim provided the landscape update.
		* The board reviewed the fall color proposal from BrightView. *Dennis Domanski moved to spend up to $2700 on fall color landscaping, with the vendor to be determined. Denney James seconded the motion. The motion carried 4-1, with Isaac LeGrand voting against it.*
		* Jim provided an update on the compliance of the commercial lots.
	3. Storage Lot
		* Jim provided an update on the closure of the storage lot.
	4. Playground Equipment Progress
		* Jim reported on the progress of the playground equipment.
	5. Social Events/Planner
		* 2019 Events
			+ Garage Sale – Saturday, September 28th
			+ Halloween event – Sunday, October 27th from 1-2:30pm
			+ Christmas event – Saturday, December 14th from 1-3pm
		* Fall Creek Fest
			+ *Isaac LeGrand moved to approve the Fall Creek event with the following stipulations: no portable toilets, change event date to November 16th, provide proof of insurance coverage, follow all City of Cedar Park rules, and consider including the neighborhood in the event next year. Walt Conlin seconded the motion. The motion carried 4-0, with Dennis Domanski choosing to abstain from the vote.*

1. 2020 Budget
	1. The board reviewed the proposed 2020 budget.
	2. The board discussed assessment payment options but found them to be cost-prohibitive.
	3. *Isaac LeGrand moved to approve the 2020 budget as proposed, and to increase assessments by 10% to $374, due annually. Walt Conlin seconded the motion. The motion carried 5-0.*
2. Meeting Schedule
	1. Next Board Meeting
		* Tuesday, October 8th at 7pm, Treasure of the Hills Senior Center
	2. 2019 Annual Meeting
		* Tuesday, November 12th
		* Sign-ins at 6:30pm
		* Meeting will be called to order at 7pm
		* Treasure of the Hills Senior Center
3. Executive Session
	1. The meeting entered executive session at 8:46pm.
	2. The meeting exited executive session at 9:03pm.

*Dennis Domanski moved to adjourn the meeting. Isaac LeGrand seconded the motion. There being no further business, the meeting was adjourned at 9:07pm.*