Westside at Buttercup Creek Homeowners Association, Inc.

Date: Tuesday, December 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, Isaac LeGrand, Jodi Beaubien, Denney James and Dennis Domanski.
	3. Residents in attendance: Walt Conlin.
	4. Also in attendance: Jim Smitherman and Jamie Richardson.
2. Open Forum
	1. Walt Conlin reviewed pending items from the past year.
3. Ratify Board Votes Since Last Meeting
	1. Positions were appointed by the board after the annual meeting:
		* SaraMarie Blunt, President
		* Isaac LeGrand, VP
		* Jodi Beaubien, Treasurer
		* Denney James, Secretary
		* Dennis Domanski, Director
4. Approval of Last Board Meeting Minutes
	1. The October 8th board meeting minutes were reviewed by the board.
	2. *Isaac LeGrand moved to approve the October 8, 2019 board meeting minutes as presented. Dennis Domanski seconded the motion. The motion carried with three board members in favor and two members abstaining from the vote.*

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 Items
		* Jim gave an update on the action items from the last meeting.
2. Committee Reports and Other Business
	1. Pool
		* Jim presented the pool report.
	2. Landscape
		* Jim provided the landscape update.
	3. Storage Lot
		* Jim presented the final storage lot report.
	4. Playground Equipment Progress
		* Jim reported on the progress of the playground equipment.
	5. Social Events/Planner
		* 2019 events
			+ Christmas event – Saturday, December 14th from 1-3pm
		* 2020 events
			+ The board reviewed the HelloNabr event options.
			+ *Dennis Domanski moved to select four holiday events:Easter Eggstravaganza, July 4th Celebration, Halloween Boo Bash and Christmas Magic; and to reserve two seasonal events, with the events to be decided at the January board meeting, with the early bird pricing rate. Denney James seconded the motion. The motion carried 5-0.*

1. 2020 Meeting Dates
	1. Board Meetings are held at the Treasure of the Hills Senior Center at 7pm.
		* Tuesday, January 14th
		* Tuesday, February 11th
		* Tuesday, March 10th
		* Tuesday, April 14th
		* Tuesday, May 12th
		* Tuesday, June 9th
		* Tuesday, July 14th
		* Tuesday, August 11th
		* Tuesday, September 8th
		* Tuesday, October 13th
		* Tuesday, December 8th
	2. Annual Meeting
		* Tuesday, November 10th
2. Executive Session
	1. The meeting entered executive session at 8:10pm.
	2. The meeting exited executive session at 8:19pm.

*Dennis Domanski moved to adjourn the meeting. Isaac LeGrand seconded the motion. There being no further business, the meeting was adjourned at 8:41pm.*

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| Action items from this meeting: |
| Jim | Find out how many residents have five or more violations of the same type that are still unresolved; escalation process to attorney Adam Pugh  |
| Jim | Contact Fall Creek Fest about including WBC residents in 2020 |
| Jim | Check irrigation at the Gaspar Bend light |
| Jim | Ask landscapers to attend a board meeting (Jan/Feb) to present their proposals/also request for them to send the individual who will be the account manager to the meeting  |
| Jim | Update party form  |
| Jim | Ask HelloNabr if the decision on the final two events can be delayed until the January meeting (for the reduced rate) |