

Monument Hill Property Owner's Association

Minutes of May 25, 2022
Board of Directors Meeting

Directors in attendance: Mark Hermes, Cleo Schneider, Mike Wallace, Tracy Head, John Etue

Directors absent: None

Visitors: None

Meeting called to order: at 6:39 p.m. by President Mark Hermes.

Public Comments: None

Approval of minutes from April 12, 2022 meeting: John Etue made a motion, seconded by Cleo Schneider, to approve the Minutes from the April 12, 2022 regular board meeting as presented. The motion passed.

Treasurer's Report: Mike Wallace

A. Treasurer's Report:

~ Checking balance (4/27/22): \$36,455.04; reflects an increase of \$5,806.34

~ extraordinary items for the month:

- FEC – Capital Credits Refund +\$1,061.87
- Alfredo Martinez (FA entrance) \$ 100.00
- Harland Clark (deposit slip printing) \$ 69.13
- Schulenburg Printing (Newsletters) \$ 189.74

~ Delinquent accounts (4/30/22): \$1,711.39; reflects an increase of \$780.00

~ the property located at 201 Richard Rd (shown owned by Alice Rodgers Estate but, according to her son, HUD now owns the home) was assessed an additional \$300.00 for yard maintenance performed by MHPOA in December 2021, bringing the now past due account balance to \$480.00. When the property finally sells, all past due amounts will be collected prior to closing.

Cleo Schneider made a motion, seconded by John Etue to approve the April 2022 financial report as presented and to have demand payment letters sent to all customers via certified mail, return receipt requested, who are more than 90+ days past due. The motion passed.

B. Reports on Cost Savings Measurers:

1. **Maintenance** – Cleo Schneider will continue to find ways to cut spending.
2. **Postage & Mailing** – possibility of using a postcard for quarterly billing. Mrs. Steffek reported to Mr. Wallace that she had been unsuccessful in locating any postcard templates that work in conjunction with Quickbooks. The billing software utilized by the water district is purchased from RVS Software and is designed specifically for the water and waste water industry.
3. **Utility Expense** – Mark Hermes spoke with FEC. The old lighting was \$0.75 per megawatt; new lighting is \$0.25 per megawatt. FEC will charge \$0.25 per megawatt for all lights. This change should shave about \$200 from the Association's monthly electric bill. The recurring bill should be closer to \$600 per month.
4. **Bank Charges and Fees** – Mike Wallace spoke with Fayette Savings. They offer a checking account without fees and will pay interest as opposed to the current account the Association

has with Prosperity Bank, where fees begin at \$25 per month for ACH Draft capability and increase based on the actual number of ACH drafts submitted.

- a. **Consider and take appropriate action on recommendation to change checking account to Fayette Savings:** Mike Wallace made a motion, seconded by Mark Hermes to open a checking account at Fayette Savings bank; there will be one signature required to withdraw; Mike Wallace, Treasurer, and Cleo Schneider, Vice President, will be the authorized signers: Lori Steffek, Office Manager, will be the authorized internet administrator. The motion passed.

Restrictions: Written complaint (VC 2022-5-01) was received concerning 104 Molly Lane, where there is excessive unsightly storage in the open carport, visible from the street. John Etue reported that he investigated and confirmed the complaint. A demand letter is to be sent to the property owner via certified mail return receipt requested, instructing them to remedy the problem or the Association will remedy it for them, at the property owner's expense.

Old business:

- (a) **Annual election of board members – potential candidates:** the board engaged in a general discussion concerning the matter.

New business:

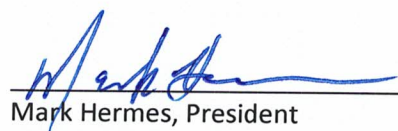
- (a) **Annual Renewal of D&O Liability Insurance with Frost Insurance:** John Etue made a motion, seconded by Mike Wallace, to renew the D&O liability insurance policy with Frost Insurance. The motion passed.
- (b) **Approval of Don F. Jones, CPA, invoice for 2020 annual tax return and preparation/ mailing of 1099s:** John Etue made a motion, seconded by Cleo Schneider, to approve the Don J. Jones, CPA, invoice for the 2020 annual tax return and preparation/ mailing of 1099s.
- (c) **Discuss informal request by property owner for carport/garage construction for "guest house" at 306 Country Club Dr:** the board would like for the property owner to present to them possible ideas for a garage or carport at this location.

The next regular meeting is scheduled for Thursday, June 9, 2022, at 6: 30 p.m. The meeting will be held at the Association office, located at 100 Country Club Drive, La Grange, Texas.

Mike Wallace made a motion, seconded by Cleo Schneider, to adjourn the meeting. The motion passed.

The meeting was adjourned at 7:53 p.m.


Tracy Head, Secretary


Mark Hermes, President