

**Balcones Village - Spicewood HOA**  
**Board Meeting Minutes – November 17, 2021**  
5:00 PM Virtual Meeting on Zoom

**Present:** Board members Austin Ross, Caleb McLain, Cathy Brocato, Don Gutierrez, Jacque Forrest, Nancy Shindler. Christmas Tree Chair Jason Lee.

**Absent:** Board members Anne Anderson, Gary Wang.

**Called to Order** at 5:05 pm.

**Motions approved by email between meetings:** Cathy Brocato moved that the Treasurer be added to the HOA's accounts at Randolph Brooks Federal Credit Union. The President or Vice President will still sign checks, and before any electronic payment is made the Treasurer will send an email to the President and Vice President to explain the purpose and amount of the payment, and receive approval before the payment is made. Jacque seconded the motion and it passed.

**Minutes:** Minutes of the October meeting were approved by email and are posted on BVSHOA.COM.

**Treasurer's Report:**

- The new accounts at Randolph Brooks Federal Credit Union are set up with the appropriate signers. The link to PayPal also is set up. Cathy will close the accounts at PNC.
- Jacque has received the checks for the new RBFCU account and will pay the remaining outstanding bills.
- The balance due on the trees and delivery charge have been paid.

**Officer and Committee Reports.**

- Membership – Don.
  - There currently are 401 members for 2022. We had 576 members at the end of 2021.
  - Five homes sold in October.
  - Jacque will set up an [events.bvshoa@gmail.com](mailto:events.bvshoa@gmail.com) email account for the Events Chair.
- Constable Report – Don.
  - Constable patrol had 39 stops in October. Two citations were for speeding and the rest were for running stop signs. He also will be looking for golf cart violations, including underage drivers, and repeat offenders.
- ACC – Jacque.
  - Approvals.
    - Patio cover (Glass Mountain) and room addition (Clearrock).
    - Several more requests are in progress.
  - There are several active complaints. Most have to do with outbuildings, including a treehouse.
  - Enforcement actions concerning the carport and shed violations are in progress.
- Block Captains – Caleb and Don.
  - We have more than 30 Block Captains now. Several volunteered very recently.

## **Old Business.**

- 2022 Board election.
  - There was discussion about retaining the paper ballots from the election. We will ask former treasurer Charlie DeWeese how we handled the ballots in the past.
- The new drop-down signs are ready. Cathy will pick them up and Austin will install them.
- The 2022 D&O insurance policy has been approved. The premium was \$4782, which is \$389 more than last year. Jacque will pay the premium now that she has received checks for the new bank account.
- Christmas trees.
  - Of the 600 trees ordered, we have sold 478 trees so far.
  - Jason has enough volunteers for both Friday and Saturday.
  - Jason has lights and an offer of a small generator which will be sufficient to light the interior of the truck. He is hoping for a larger generator to light the area outside the truck but they can use headlights if necessary.
  - We have requested delivery on Friday evening around 6 pm. The driver will contact Jason when he is in the area.
  - We can't rent trailers yet but we are on the list.
  - Cathy is waiting for a response for catering.
  - Jason has arranged for Milton to provide security overnight. Milton did the job for us last year as well, and he has provided security for Market Days at BCC. Cost for security is \$150.
  - Another HOA is attempting to order 100 trees from the grower. If the trees are available they will be delivered on the same truck with ours. The other HOA will be responsible for transporting their trees.
- Annual Meeting.
  - All agreed that the Annual Meeting went very well.
  - Cathy got a partial refund from the printer because he used the wrong color paper for the mailer.

## **New Business.**

- Alex Kastelic has resigned from the Board. Her term was to go through Dec. 2022.
- Nancy received the BCCMA letter from Cathy and has forwarded it to Sue Schupbach for posting on BVSHOA.COM. After Sue has posted it, Nancy will send an email to all homeowners telling them that the letter is available.
- Cathy has requested that all Directors and Committee Chairs review the job descriptions she prepared and provide comments.
- Cathy also has requested comments on the HOA 2022 calendar of events.
- Don will work with Shelley to establish procedures for the Holiday Lights Contest.
- There was some discussion about a Christmas party for volunteers but no decision was made.

The next meeting will be Wednesday, December 8 at 5:00 pm on Zoom.

Adjourned at 6:15 pm.

Respectfully submitted,

Nancy Shindler, Secretary