

**Balcones Village/Spicewood (BV/S) Homeowners Association Board Meeting**

**Balcones Country Club**

**August 8, 2023**

**5:00 PM**

**Board Members** (2023 Board positions)

**Present** - Austin Ross, Caleb McLain Don Gutierrez, Jacque Forrest, Linda Strickland, Suzie LaPlant, Vivian Featherston,

**Absent** - Roland Segovia, Cathy Brocato,

**AGENDA**

**Call to Order**

- Prior Minutes ([link](#))
  - For approval – July Minutes
  - Caleb Reconcile July Minutes/Notes; send for approval via email.

**Officer and Committee Reports** (20 minutes)

- Treasurer Report
  - **Revenues:** Dues 1- Renewal; 2 -1st time members
  - **Expenses:**
    - Officer Patrols, CaglePugh, Deed restriction enforcement, Google for extra storage
  - **Board Action –**
    - Need to adopt Budget for coming year (2024);
      - Jacque - Spreadsheet to be compiled (**target by end of this week**) which includes (a) prior years actuals, (b) projected year-end budget for 2023, (c) room to forecast for 2024 budget projection.
      - Each Board Officer submit your forecast by **end of next week (8/18)**.
      - Conduct Zoom Meeting for the review of budget worksheet. Key is to consider the number of HOA members to join which drives the budget revenue. **Tuesday 8/22 @5pm.**
    - Evaluate Zoom license costs – Determine if we can downgrade zoom unless this is needed for events and meetings.
- Membership Committee Update (Don)
  - ( 501 ) 2023 members
  - ( 3 ) houses sold in April
  - Member benefits - trees, bvs neighbors emails, voting.
- Constable Report (Don)
  - 11 Traffic Violations
  - Was present at the 4<sup>th</sup> of July Parade event
- Architectural Control Committee (Jacque)
  - ACC Update –
  - Past proposals/concerns
    - Follow-up on Clear Rock Dog Kennel business – complaint about noise. Sign removed
  - New projects/approvals/concerns - no approvals, no projects submitted
    - Concern about HOA controls for dog waste
    - Inquiries: Roofs, sprinklers, HOA rules

**Past Business** (20 Minutes)

- Christmas Trees
  - Vote to approve Deposit and Amount for tree order with subsequent approval needed for transportation budget (expected in October)

- With confirmation, HOA will pay the 25% of \$21,000 down payment for 600 trees will be \$5,250.
    - Transportation estimates will be provided in October. This appears to be in line with last year.
    - Browns tree farm - PHONE: (570) 546-2200 / 888-384-8733
  - **Resolved:** HOA to make down payment for holiday trees. Motion Caleb/Austin Second – all for
    - **Action: Confirm with other HOA to take delivery of trees; need to revisit terms from last year since the payments were made directly to our website. Validate with Jacque on final contact**
- HOA Website Update – Linda
  - Approach was to build interim website on Weebly until design and layout are finalized to assess a move to permanent/long term solution. (refer to previous weebly issues with administration). Inputs with Linda, Roland, Caleb for action plan, then Roland and Linda drove progress. Progress stalled due to support and information issues.
  - Basic design is ready and layout is planned. Need to take these criteria and evaluate options to move forward from here:
    - Continue with Interim site
    - Clean up current site (updates with data, content and links)
    - Evaluate alternative website options (wix, godaddy, etc)
      - Need to find people to (1) design/build, (2) administer/webmaster.
    - Linda – *provided cost comparison of options (capture in g-drive folder)*
  - *Action – Nicole to look over the materials/document to share input and guidance on next steps.*

#### **New Business (20+ minutes)**

- Neighborhood News & Community
  - Communications – Linda Strickland
    - Fall Newsletter (October): Description of Block Parties and HOA funding \$50.
      - Need Printer Estimate
      - Need Postage – Estimate
      - ACC update – needed Sept 15
    - Open Board Positions – 2 positions
      - Promote openings
      - Contact President
      - Action – Caleb try to find the homeowners who voiced interest to join board – share with Linda.
      - Christmas lights judging. – determine the date for judging.
- Signs
  - Deed Restrictions
    - Missing Signs (consider if we have materials)
- Annual Meeting Planning
  - BCC Reservation –
    - Nov 2 @ 6pm open, Meeting start at 7pm.
  - Speaker
    - Not Councilperson (COA meeting)
  - Volunteers Tables
    - Constable
    - Womens Club
  - Caleb – Send Events Chair the planning docs from last year. (Tables, signups, agenda &\_ Everything else.)
- Administration

- Physical Address for HOA Board –New permanent address is:  
BVS HOA  
13492 N Highway 183  
Suite 200 - #711  
Austin, TX 78750-2254
- Updated City of Austin - City [Community Registry](#) (Contact - [Leah.Adrian@austintexas.gov](mailto:Leah.Adrian@austintexas.gov))
  - *Confirm Amendments Needed* –
    1. Secretary (Linda) to be listed as the secondary contact rather than the ACC chair- BVSHOA Communications [communications.bvshoa@gmail.com](mailto:communications.bvshoa@gmail.com)
    2. Update Address  
BVS HOA  
13492 N Highway 183  
Suite 200 - #711  
Austin, TX 78750-2254

**New** – Add folder on g-drive for block party payment requests. Save into g-drive using this naming convention:  
YYYY MM DD\_Street\_Host Last Name

**Next Month** – topic to consider reimbursement criteria for block parties. (Linda will send proposed content for this event)

**Adjourn**

**Next Board Meeting\***  
**September 12, 2023, 5:00 pm at the Balcones Country Club**  
***(Second Tuesday of each month)***