

**Minutes of the Annual Meeting  
of the Preserve Homeowners Association  
(a Texas nonprofit corporation)**

**January 26, 2014**

**TIME AND PLACE OF MEETING**

A meeting of the Preserve Homeowners Association (the “HOA”), a Texas nonprofit corporation (the “Preserve”), was held on the date set forth above at 5:00 P.M. (Central Time), at the home of Lee and Holley Boyd, 3987 Westlake Drive, Austin, TX 78746, pursuant to notice duly given to all members of the HOA.

**QUORUM AND ATTENDEES**

A majority of the homeowners of the HOA were present in person or by proxy constituting a quorum.

**CALL TO ORDER AND SECRETARY**

Lee Boyd, as President of the HOA, called the meeting to order at approximately 5:30 PM and reviewed the agenda for the meeting.

**REVIEW OF ACTIVITIES DURING THE PREVIOUS YEAR**

Lee discussed that lights had been added around the curve (by the Oberg residence at 4208 Hidden Canyon Cove) and that trees had been trimmed in the Preserve during the prior year.

Lee brought up last year’s request regarding installing lights in the Preserve. Tina Stockton, VP – Operations, had gotten a ballpark bid of \$17,000 from one contractor (which is not a lighting design company). Discussion ensued regarding obtaining additional bids in 2014.

Lee raised the issue of a gate based on a request from the neighboring Shadow Oak Homeowners Association to install gates at the entrance to that neighborhood (Westlake at Shadow Oak) as well as at the entrance to the Preserve (Westlake at Canyon Crossing). The inquiry was made to Mukul Sharma, incoming President. After a brief discussion, which included comments that once gates are installed, road maintenance becomes the responsibility of the HOA, there was a consensus among the attendees that gates are not desirable.

**APPROVAL OF JANUARY 27, 2013 HOA MEETING MINUTES**

The HOA reviewed the minutes of its January 27, 2013 meeting in the form attached hereto as Appendix A (“Prior Minutes”). After review and upon motion duly made, seconded and unanimously carried, the HOA adopted the following resolution:

**RESOLVED:** That the Prior Minutes be and hereby are approved.

## **REVIEW OF LANDSCAPING**

Tina Stockton reviewed landscaping issues. Greenthree continues to be the contractor for landscaping of the Preserve. Greenthree installed and removed Christmas lights.

Tina reviewed the lighting maintenance that has been performed. The costs for these are reflected in the budget from 2013. She also further detailed the addition of the lighting on the property of the Oberg's (referred to above).

## **ARCHITECTURE CONTROL COMMITTEE**

Approval by the Architectural Control Committee (ACC) included a couple of submissions for interior work (for which approval is not required under the By-Laws) as well as the approval of plans for Lackey residence at 4112 Hidden Canyon Cove.

## **REVIEW OF BUDGET**

Carrie Little, VP – Finance, reviewed the dues, electrical budget, and other financial items. See 2014 budget and 2013 Expense Charts which are attached as Appendix B.

After review and upon motion duly made, seconded and unanimously carried, the HOA adopted the following resolutions:

**RESOLVED:** That the 2014 budget be adopted.

**RESOLVED:** That the dues for 2014 remain at \$550.00.

## **NEW ITEMS OF BUSINESS**

The attention of the HOA then turned to new business.

## **REVIEW OF COSTS FOR INSURANCE POLICY**

Carrie suggested we review options for insurance to determine whether we can reduce the annual fees. Keith Moreland suggested we contact John Burns at 512-453-0031.

## **THE PRESERVE WEB SITE**

John Stockton reviewed the website and how to get on the password protected areas of the website.

## **LIGHTING**

Tina Stockton augmented her comments regarding 2013 landscaping activities to mention that the main entrance to the Preserve is now under LED power except for the two walls with fluorescent bulbs that identify the neighborhood. We plan to continue replacing fluorescent bulbs with LEDs on an as-needed basis.

## **TRASH PICKUP**

Some residents are now using DisposALL for trash pickup and have found them very flexible (they will collect nearly everything). Recycling is included in the quarterly fee. If interested, contact DisposALL at (512) 462-3423 or (512) 801-3266.

## **OFFICERS**

HOA members who had agreed to assume positions as officers of the Preserve were announced. The proposed slate of officers for 2014 and 2015 are:

Mukul Sharma – President

John Stockton – VP – Operations

Valerie Luessenhop – VP – Finance

Upon motion duly made, seconded and unanimously carried, the HOA adopted the following resolution:

**RESOLVED:** That the above officer slate be adopted.

## **2014 HOLIDAY PARTY**

Sterling Howry has offered to host the holiday party this year.

## **2014 ARCHITECTURAL CONTROL COMMITTEE MEMBERS**

The following HOA members volunteered to be on the ACC this year:

Henry Greene

Sharon Parker

Melodie Summersett

Rich Sperling

## **ADJOURNMENT**

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was duly adjourned at 6:11 PM.

**By Order of the Board of Directors**

***[Original signed by]***

Valerie Luessenhop, VP – Finance

**Appendix A**

**Prior Minutes**

**Appendix B**

**2014 Budget and Other Financials**