

**Grassland HOA
Board of Directors Meeting
Minutes
March 22, 2016**

The meeting was called to order at 6:36 p.m. There was a quorum present.

Board Members present: Tom Knittle, Lisa Holderness, Cheryl Werner, William Carroll, Zach Akin, Tim Herrick

Absent: Tracye Gearhart

Staff Present: Pam Lacy

Residents Present: Kevin Murphy, Doug and Sandy Burkstaller and Jason White

Minutes:

The minutes were reviewed. Tom made a motion to approve the minutes. Cheryl seconded the motion. All were in favor. Minutes were approved.

Financials:

Lisa reported that everything looked normal on the financials. Zach made a motion to approve the financials. Tim seconded the motion. All were in favor. Financials were approved.

Member's Hearing:

Kevin Murphy approached the Board requesting that his late fees be removed from his account due to extenuating circumstances. The Board agreed to seek legal counsel concerning this matter and will contact Kevin once they have been advised what they are able to do with the account.

Doug and Sandy Burkstaller approached the Board concerning the letter they received due to the violation of parking on the street. They explained their situation to the board. The Board will discuss the matter and make a decision during executive session.

The Board entered into executive session at 7:00 pm.

The Board resumed the regular meeting at 7:17 pm.

Manager's Report:

Pam reported that the annual Spring Clean Up date will be held on Saturday, April 30th. Notice will be mailed to each homeowner and reminder emails will also be sent prior to this date.

The two rotting pole lights have been removed from the pool area and a junction box was installed at ground level. The new lights have not yet arrived.

The swamp coolers on both outdoor bathrooms have been removed and replaced with exhaust fans.

There were 4 parties in the clubhouse in February.

The pool will open on Saturday, May 14th.
Meet Your Neighbor party is scheduled for Sunday, May 22nd.

Bids were presented to seal coat the parking lot from Permian Paving, West Tex Paving and Christian's Asphalt Paving. She was instructed to collect one more bid from Danny's Asphalt before the board will make a decision on this project.

Bids were presented for landscape from Turf Specialties, Extreme Exeriors and Curbside Sod to improve the properties located at 191 and Hereford, Grassland and Loop 250 and the tree beds on Crowley across from Scharbauer and the city Park. William made a motion to approve the bid from Curbside sod, with a cap of \$10,000 to be spent on the areas at 191 and Hereford and Grassland and the Loop. Tim seconded the motion. All were in favor. They will revisit the tree beds at a later date.

Bid from Mid West Door and Window was presented to replace four window panes inside the clubhouse that have had the seal broken in the amount of \$756.03. Lisa made a motion to approve the bid. Tom seconded it. All were in favor and the bid was approved.

Next Board Meeting:

April 19, 2016 at 6:30 pm.

The meeting was adjourned at 8:04 pm

Respectfully submitted,

Pam Lacy
Facility Manager
Acting Secretary during Tracye Gearhart's absence