

**BIRCH CREEK FOREST PROPERTIES, INC.**  
**MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS**  
**DECEMBER 6, 2025**

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, DECEMBER 6, 2025 AT 9:02 AM. AFTER A SHORT PRAYER, PRESIDENT ODSTRCIL CALLED THE MEETING TO ORDER. A QUORUM BEING PRESENT.

MINUTES OF THE 2025 ORGANIZATION MEETING HELD NOVEMBER 8, 2025 WHICH WERE POSTED AND CIRCULATED WERE APPROVED UNANIMOUSLY ON MOTION BY SCOTT HOWARD AND SECONDED BY ANN MARIE GALLAGHER. THESE MINUTES WILL BECOME PART OF THIS MEETINGS RECORDS.

PRESIDENT ODSTRCIL NOTED THAT AT LAST MONTH'S ORGANIZATION MEETING SHE WAS NAMED PRESIDENT OF THE BOARD OF DIRECTORS FOR NEXT YEAR (2025/6); JOHN DUNKLEMAN, SECRETARY; SCOTT HOWARD: VICE-PRESIDENT; ANN MARIE GALLAGHER, TREASURER. SHE SAID THE TIE FOR THE REMAINING DIRECTOR'S POSITION, UPON THE ADVISE OF COUNCIL, WOULD BE DETERMINED BY A CAST OF LOTS LATER THIS MEETING: SEE NEW BUISNESS: TIE BREAK: (BELOW).

THE TREASURER'S REPORT FOR NOVEMBER 30, 2025 WAS GIVEN BY TREASURER ANN MARIE. SHE SAID THIS MONTH'S PROFIT AND LOSS STATEMENT SHOWS A NEGATIVE BUT WILL CHANGE SOON AS THIS YEAR'S MAINTENANCE FEE PAYMENTS ARE RECEIVED. ON THE GENERAL LEDGER SHE NOTED THE EXPENSE FOR THE POOL REPLASTERING, MAIN DRAIN, AND SKIMMERS REPAIR. PROPERTY OWNERS ASKED A QUESTIONS ABOUT BOOKKEPPING AND ABOUT TOTAL COST FOR THE POOL (DISCUSSED BELOW). WITH NO OTHER QUESTIONS, SCOTT HOWARD MADE A MOTION, SECONDED BY RENITA, TO APPROVED THE REPORT AS PAID, WHICH PASSED UNANIMOUSLY. THIS REPORT WILL BECOME PART OF THIS MEETING'S RECORDS.

**ANNOUNCEMENTS AND HOLIDAY ACTIVITIES:**

**BURN BAN:** THE BURN BAN FOR BURLESON COUNTY DECLARED ON OCTOBER 9 WAS LIFTED AT 2:00 PM ON DECSEMBER 1ST. THE COUNTY ASKS EVERYONE TO BE CAUTIOUS AND REMEMBER TO LET THE SHERIFF'S OFFICE KNOW WHEN YOU ARE BURNING ON YOUR PROPERTY.

**FLAG MY YARD:** THE FINAL 2025 HOLIDAY WAS ON VETERN'S DAY NOVEMBER 11TH. RENEWAL FOR 2026 CAN BE MADE BY CHECK OR THROUGH VENMO OR CASH APP. THE FIVE HOLIDAYS ARE: PRESIDENTS DAY, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, AND VETERNM'S DAY. THE COST IS \$100 FOR 1 FLAG OR \$150 FOR 2 FLAGS. THANK YOU FOR YOUR CONTINUED SUPPORT!

**PICTURES WITH SANTA AT THE FIRE STATION:** TENTATIVELY SCHEDULED FOR DECEMBER 20TH.

**COMMUNITY CHRISTMAS PARTY:** IS TOMORROW, SUNDAY, DECEMBEER 7TH AT 2:00 PM, HERE AT THE COMMUNITY BUILDING. EVEREBODY IS WELCOME! IF YOU LIKE TO PLAY THE WHITE ELEPHANDT GIFT EXCHANGE GAME PLEASE BRING A WRAPED GIFT (ABOUT \$10 VALUE). YOU MAY ALSO BRING A DISH / FOOD ITEM OF CHOICE.

**COMMITTEE APPOINMENTS:** RENITA ASKED FOR VOLUNTEERS TO COMPLETE THE ROSTER OF OUR COMMITTEE'S. ACCORDING TO OUR BYLAWS ONE MEMBER OF EACH COMMITTEE (UNDERLINED) SHALL BE APPOINTED CHAIRMAN BY THE BOARD OF DIRECTORS.

**SWIMMING POOL:** DENNIS SHOOK, SCOTT HOWARD & JOHN DUNKLEMAN.

**ACCHITECTUAL:** CHRIS HENNING, GUY CAUSEY, BILL WILSON & BILLIE MCDUFFIE.

**ENHANCEMENT/SOCIAL:** KATHY HOWARD, DANA POMERENKE, BARBIE SCHMIDT, SUSAN HILL & SUZANNE HOOD.

**MAINTENANCE (DUMP, BURN, MOW, GROUNDSKEEPING):** SCOTT HOWARD & BRANDON ODSTRCIL.

**GRIEVANCE:** DEBORAH ANGELO, MARY SCHOTT & ALL BOARD MEMBERS

**BUILDING RENTAL:** KATHY HOWARD & MARY SCHOTT.

A MOTION TO APPROVE THE ABOVE COMMITTEE APPOINTMENTS BY RENITA ODSTRCIL, SECONDED BY ANN MARIE GALLAGHER, WAS APPROVED UNANIMOUSLY. THANKS TO ALL WHO FREELY VOLUNTEER THEIR TIME AND EFFORT TO HELP RUN THE HOA.

**COMMITTEE REPORTS:**

**SWIMMING POOL:** DENNIS SHOOK REPORTS POOL REPAIRS ARE UNDERWAY. THE MAIN DRAIN AND THE SKIMMERS HAVE BEEN REPLACED. THE CONTRACTOR IS REPLASTERING NOW, AS WEATHER PERMITS.

**ARCHITECTURAL:** TWO ARCHITECTURAL FORMS APPROVED THIS MONTH

1. AN APPLICATION WAS MADE BY DEBORAH ANGELO TO BUILD A CARPORT (18' x 30') ON A CONCRETE SLAB (18' x 50') ON HER PROPERTY AT 350 RIDGEVIEW LN. UPON MOTION BY RENITA ODSTRCIL, SECONDED BY ANN MARIE GALLAGHER. THE ACC REPORT WAS ACCEPTED UNANIMOUSLY.

2. AN APPLICATION WAS MADE BY RANDY BUSH TO BUILD A SHOP (30' x 40') AND CARPORT ON HIS PROPERTY AT 401 BIRCH FOREST DRIVE. UPON MOTION BY RENITA ODSTRCIL. SECONDED BY ANN MARIE GALLAGHER, THE ACC REPORT WAS ACCEPTED UNANIMOUSLY.

**OTHER COMMITTIES:**

**ENHANCEMENT/SOCIAL COMMITTEE:** "BIRCH CREEK FOREST BEST RECIPES COOKBOOK" ARE SCHEDULED TO ARRIVE DECEMBER 11TH FROM THE PUBLISHER. SUZANNE HOOD WILL DELIVER THE COOKBOOKS ALREADY PAID FOR. COOKBOOKS ARE \$20 EACH.

**MAINTENANCE: DUMP, BURNING, GROUNDSKEEPING, AND MOWING.** SCOTT HOWARD REPORTS THE DUMP IS FUNCTIONING WELL.

**GRIEVANCE:** NONE THIS MONTH, BUT THE BOARD IS WORKING ON 2 PREVIOUS ONES.

**BUILDING RENTALS:** TWO: SATURDAY DECEMBER 6TH (TODAY) AND SATURDAY, DECEMBER 20TH.

**OLD (ONGOING) BUSINESS:** THE MAINTENANCE FEE STATEMENTS FOR 2026 WERE MAILED IN NOVEMBER. IF ANY PROPERTY OWNER HAS NOT RECEIVED THEIR STATEMENT CALL THE HOA OFFICE AT (979) 535-8978. THE FEES ARE DUE ON JANUARY 31, 2026. A LATE CHARGE OF \$10 PER LOT/PER MONTH WILL BE ASSESSED BEGINNING FEBRUARY 1ST. A PAYMENT PLAN CAN BE ARRANGED BY CALLING THE HOA OFFICE.

BCFPT'S COMMERCIAL PROPERTY/FIRE INSURANCE PREMIUM WAS DUE ON OCTOBER 22. CURRENT CARRIER IS ROLLO INS. THE PREMIUM FOR LAST YEAR WAS \$2,527 AND THIS YEAR IS \$3,033.

THE ENHANCEMENT SAVING ACCOUNT SWITCH IS STILL PENDING. ONCE WE HAVE A FULL BOARD WE WILL PROCEED WITH CONVERTING OVER TO A CHECKING ACCOUNT.

THE LAWSUIT AGAINST THE ASSOCIATION IS STILL PENDING. THE BOARD REMAINS IN CONTACT WITH DEFENSE COUNCIL. RECENTLY THE PLANTIFF'S ATTORNEY HAS SUBMITTED DISCOVERY DOCUMENTS.

**NEW BUSINESS:**

BCFPT'S D&O INSURANCE WILL BE RENEWED FOR THE COMMING YEAR (2026) BY JANUARY 1ST. THE CURRENT CARRIER IS STATE FARM. THE PREMIUM FOR LAST YEAR WAS \$2,817 AND NEXT YEAR IS \$2,713.

ON NOVEMBER 22ND, A HAND DELIVERED PETITION TYPE LETTER WAS DELIVERED TO THE HOA OFFICE REGARDING A RECOUNT/ELECTION CHALLENGE. THE INDIVIDUAL STATED A CERTIFIED VERNON WOULD FOLLOW. ON NOVEMBER 26TH ANOTHER CERTIFIED NOTICE WAS RECEIVED AND PICKED UP FROM THE POST OFFICE ON DECEMBER 1ST. THIS CERTIFIED LETTER WAS ESSENTIALLY THE SAME AS THE PETITION RECEIVED ON SATURDAY NOVEMBER 22ND EXCEPT IT WAS SIGNED BY ONE OF THE PLANTIFFS TO THE LAWSUIT. THE BOARD HAS DETERMINED THAT ALL CERTIFIED NOTICES WILL BE FORWARDED TO OUR DEFENSE COUNCIL GIVEN THEIR APPARENT CONNECTION TO THE PENDING LAWSUIT.

**TIE BREAK:** LEGAL COUNCEL ADVISED A CAST OF LOTS (COIN TOSS) BE USED TO BREAK THE TIE VOTE FOR THE 5TH BOARD MEMBER'S SEAT IN THE ELECTION. HOWEVER, PRIOR TO THE COIN TOSS, CANDIDATE TINA BOLTEN SAID SHE COULD SERVE THE HOA BETTER BY NOT BEING A BOARD MEMBER AND DECLINED TO PARTICIPATE. CONCEDING THE SEAT TO REMAINING CANDIDATE, DENNIS SHOOK. PRESIDENT ODSTRCIL THANKED BOTH CANDIDATES AND ALL THE PARTICIPANTS IN THIS YEAR'S ELECTION.

THE BOARD OF DIRECTORS FOR 2025-2026  
PRESIDENT: RENITA ODSTRCIL  
VICE PRESIDENT: SCOTT HOWARD  
SECRETARY: JOHN DUNKLEMAN  
TREASURER: ANN MARIE GALLAGHER  
ASST. SEC. & ASST. TRES.: DENNIS SHOOK  
THE NEW BOARD WILL BECOME SIGNATORIES FOR FOLLOWING ACCOUNTS AT CITIZENS STATE BANK  
CHECKING: XXXX1; SAVINGS: XXXX2; CD: XXXX3;  
CD: XXXX4; CD: XXXX5; CD: XXXX6;  
SAFE DEDPOSIT: XXXX7.

**COMMENTS FROM THE BOARD:** NONE

**COMMENTS FROM THE FLOOR:** A PROPERTY OWNER ASKED IF BYLAWS COULD BE AMENDED TO INCLUDE GUIDELINES FOR TIED ELECTIONS ELIMINATING PROCEDURAL UNCERTAINTY LIKE THIS YEAR. ANOTHER OWNER SAID TIED ELECTIONS COULD BETTER BE ADDRESSED IN OUR EXISTING ELECTION PROCEURE DOCUMENT. PRESIDENT ODSTRCIL PROMISED TO CONSIDER THE RARE OCCASION OF A TIED VOTE.

ANOTHER PROPERTY OWNER ASKED IF GENERAL ANNOUNCEMENTS CONCERNING THE SUBDIVISION COULD BE INCLUDED ON OUR WEB SITE. PRESIDENT ODSTRCIL SAID, YES. THERE FOLLOWED AN EXTENDED DISCUSSION ABOUT THE BEST WAY TO ACCOMPLISH THIS.

**CHANGE IN OWNERSHIP:**

NEW OWNER	SEC	BLK	LOT	PREVIOUS OWNER
RAUL M. ZUNIGA	6	3	20, 21, 22 46	DALE E. LANGFORD
MICHAEL AND WENDY DUNN	3	14	12, 13, 14, 15	F. M. MABRY
RUSSELL AND AMBER MELTON	4	18	10.11	JASON BICE
RANDY AND SANDRA BUSH	6	5	1	WOLF. BOLTEN, ET AL.

**ADJOURNMENT:** A MOTION TO ADJOURNE BY SCOTT, SECONDED BY ANN MARIE WAS UNANIMOUSLY APPROVED AT 10:03 AM. NEXT MONTHLY MEETING: SATURDAY, JANUARY 3 AT 9:00 AM IN THE COMMUNITY BUILDING. THESE MINUTES WERE APPROVED AT THE REGULAR MOTHLY MEETING.

OF THE 3 DAY January, 2026 John J. Dunkleman SECRETARY Renita Odstrcil PRESIDENT.