

**BIRCH CREEK FOREST PROPERTIES, INC.**  
**MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS**  
**OCTOBER 1, 2022**

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, OCTOBER 1, 2022 AT 8:03 AM.

PRESIDENT MELVIN LEHMANN CALLED THE MEETING TO ORDER, THERE BEING A QUORUM PRESENT.

MINUTES OF THE ORGANIZATIONAL BOARD MEETING HELD ON SEPTEMBER 3, 2022 WERE UNANIMOUSLY APPROVED ON A MOTION BY MELVIN LEHMANN AND SECONDED BY CARRIE FURGESON.

PRESIDENT LEHMANN INTRODUCED THE BOARD OF DIRECTORS FOR 2022/2023.

MELVIN LEHMANN - PPRESIDENT & ASST. TREASURER  
JOHN SCHOELLMAN - VICE PRESIDENT  
CARRIE FERGUSON - TREASURER  
JOHN DUNKLEMAN - SECRETARY  
MAUREEN RAMIREZ - ASST. SECRETARY

MINUTES OF THE REGULAR BOARD MEETING HELD SEPTEMBER 3, 2022, WHICH WERE POSTED AND CIRCULATED, WERE APPROVED UPON MOTION BY MELVIN LEHMANN AND SECONDED BY CARRIE FERGUSON. THE MINUTES WILL BECOME PART OF THIS MEETING'S RECORDS.

THE TREASURER'S REPORT AS OF SEPTEMBER 31, 2022 WAS GIVEN BY CARRIE FURGESON. UPON MOTION BY CARRIE FURGESON AND SECONDED BY JOHN DUNKLEMAN, THE BOARD APPROVED THE REPORT AS PAID. THIS REPORT IS TO BECOME PART OF THIS MEETING'S RECORDS.

PRESIDENT LEHMANN PRESENTED THE PROPOSED NEW COMMITTEE MEMBERS. ACCORDING TO BY-LAWS: **(Art. vi, Sec. 4: Chairman; One member of each committee shall be appointed Chairman by the Board)** COMMITTEE MEMBERS. CHAIRMAN IS UNDERLINED:

|                  |   |
|------------------|---|
| ABATEMENT:       | <u>JOHN SCHOELLMAN</u>                              |
| ARCHITECTURAL:   | <u>BOB WARE</u> , RANDY PACHAR & BETTINIE BOLTON    |
| GRIEVANCE:       | ALL BOARD MEMBERS                                   |
| MAINTENANCE:     | <u>MELVIN LEHMANN</u> , DON SHOCKEY & JIMMY HINDMAN |
| BUILDING RENTAL: | <u>LOUISE SHOCKEY</u> & DON SHOCKEY                 |
| WEBSITE          | <u>BETH RUTHERFORD</u> & OTHERS                     |
| SWIMMING POOL:   | <u>MELVIN LEHMANN</u> & JOHN DUNKLEMAN              |
| ISSUE KEYS:      | ALL BOARD MEMBERS & LOUISE SHOCKEY                  |
| BULLETIN BOARD:  | <u>MELVIN LEHMANN</u>                               |
| SECURITY:        | ALL BOARD MEMBERS                                   |

MELVIN LEHMANN MOTIONED TO APPROVE, SECONDED BY JOHN SCHOELLMAN AND PASSED UNANIMOUSLY.

**COMMITTEE REPORTS:**

**SWIMMING POOL:** STEVEN POTENZA REPORTS FOR JERRY THAT THE POOL IS IN GOOD CONDITION.

**NOTE:** THE SWIMMING POOL AND RESTROOMS WILL REMAIN OPEN THIS YEAR UNTIL OCTOBER 31<sup>ST</sup> BY VOTE OF THE BOARD. (SEE BELOW)

**ABATEMENT:** NONE

**ARCHITECTURAL:** NONE

**GRIEVANCE:** FOUR WRITTEN , ONE PHONE MESSAGE, AND ONE OFFICE VISIT  
PROPERTY OWNER COMPLAINS HIS NEIGHBORS HAVE RV'S AND BOATS NOT PROPERLY COVERED.  
ANOTHER NEEDS TO MOW HIS GRASS. TWO OTHER PROPERTY OWNERS COMPLAIN THEIR STREET LIGHTS  
ARE OUT. FOR STREET LIGHTS, PLEASE CONTACT BLUE BONNET ELECTRIC'S WEB SITE AUTOMATIC  
REPORTING SYSTEM. ALL YOU NEED TO ENTER IS THE POLE NUMBER OF THE LIGHT.

**BUILDING RENTAL:** ONE, ON SATURDAY, OCT. 15, 2022 AT 7:00 PM. RETIREMENT PARTY FOR JEFF,  
UPS DRIVER. ALL FULL TIME, RESIDENT PROPERTY OWNERS INVITED. PLEASE RSVP CYNDI ALBURY  
(281-253-9160) WHO NEEDS TO KNOW THE NUMBER ATTENDING.

**OLD BUSINESS:**

1. MELVIN PRESENTED HIS BUDGET FOR THE YEAR. HE STATED THAT LAST MONTH A MATH ERROR WAS MADE AND THE BUDGET IS ACTUALLY \$7,000 IN DEFICIT FOR THE YEAR. HE NOTED THAT IF WE HAD NOT HAD \$13,000. IN UNFORSEEN CAPITAL EXPENSES WE WOULD HAVE BEEN IN SURPLUS. HE CAUTIONED THAT NEXT YEAR WE ALREADY KNOW THE BUDGET WILL HAVE LARGE CAPITAL EXPENSES. THESE INCLUDE A NEW SEPTIC FOR THE COMMUNITY BUILDING / POOL AND OTHER REPAIRS TO THE POOL. THESE ARE PROJECTED TO BE A MAXIMUM OF \$20,000. MELVIN RELUCTANTLY RECOMMENDS A 10% INCREASE IN NEXT YEAR’S MAINTENANCE FEE TO \$90 PER LOT. MELVIN MADE A MOTION THAT THE PROJECTED BUDGET BE ACCEPTED ALONG WITH THE MAINTENANCE FEE INCREASE. CARRIE FERGUSON SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

MELVIN MENTIONED AMENITIES THAT WE RECEIVE AS PROPERTY OWNERS INCLUDING OUR TRASH DUMP WHICH, IF CONTRACTED INDIVIDUALLY, WOULD COST SEVERAL TIMES MORE PER YEAR THAN THE MAINTENANCE FEE FOR A SINGLE LOT. MELVIN PROMISED TO KEEP EXPENDITURES LOW NEXT YEAR DESPITE HIGHER COSTS AND TO RUN THE DUMP AS EFFICIENTLY AS POSSIBLE USING THREE DUMPSTERS AND THE FOURTH ONLY WHEN NECESSARY.

2. MELVIN NEXT ASKED THE BOARD TO DISCUSS THE PROPOSAL TO CHANGE THE TIME OF THE MONTHLY MEETING TO 9:00 AM. HE ASKED ASST. SECRETARY MAUREEN RAMIREZ TO LEAD THE DISCUSSION. MAUREEN SAID ACCORDING TO BY-LAWS THE MOTION COULD HAVE BEEN PUT ON THE BALLOT FOR SEPTEMBER’S ELECTION. SHE SAID THE MOTION IS VERY POPULAR AND MOST PROPERTY OWNERS THINK THAT ATTENDANCE WILL BE GREATLY ENHANCED AT THE NEW TIME. MELVIN ASKED FOR A SHOW OF HANDS AND NOTED THE MOTION WAS UNANIMOUS. HE THEREFORE MADE A MOTION TO CHANGE THE MONTHLY MEETING TIME OF THE BOARD TO 9:00 AM ON THE FIRST SATURDAY OF THE MONTH (EXCEPT FOR JULY 8, 2023). JOHN SCHOELLMAN SECONDED AND THE BOARD APPROVED UNANIMOUSLY.

3. MELVIN ASKED MAUREEN TO REPORT ON THE PROPOSAL TO MOVE THE ANNUAL MEETING TO THE SECOND WEEK OF SEPTEMBER INSTEAD OF THE FIRST. MAUREEN SAID THIS WOULD NOT RESULT IN HIGHER ATTENDANCE SINCE IT WOULD NOT BE AS CLOSE TO LABOR DAY AND WOULD NOT BE A GOOD IDEA. SOME PROPERTY OWNERS STATED THAT THEY THOUGHT THE CONTRARY AND ATTENDANCE WOULD BE GREATER ON THE SECOND WEEK. MELVIN NOTED THAT SINCE THERE IS NO UNANIMITY THE BOARD SHOULD LEAVE THE SCHEDULE UNCHANGED, AND MARK IT “TO BE DETERMINED” ON THE CALENDAR AND TABLE DISCUSSION TILL NEXT YEAR.

4. MELVIN NEXT ASKED THE BOARD TO CONSIDER EXTENDING THE POOL SEASON BEYOND SEPTEMBER 30<sup>TH</sup>. AFTER SOME DISCUSSION JOHN SCHOELLMAN MADE A MOTION TO EXTEND IT TO OCTOBER 31<sup>ST</sup>. MELVIN LEHMANN SECONDED AND THE BOARD APPROVED UNANIMOUSLY.

A FEW PROPERTY OWNERS ASKED THE BOARD TO EXTEND THE POOL HOURS FROM 7:00AM TO 10:00PM. THE BOARD DOES NOT AGREE TO THIS BUT AFTER DISCUSSION, JOHN SCHOELLMAN MADE A MOTION TO REAFFIRM POOL HOURS AS 7:00AM TO 9:00PM. MAUREEN RAMIREZ SECONDED AND THE MOTION PASSED UNANIMOUSLY. MELVIN NOTED THAT THE POOL OPENING DATE / HOURS CAN BE REVISITED.

**NEW BUSINESS:**

MELVIN NOTED THAT BCFPI'S PROPERTY INSURANCE PREMIUM IS DUE ON OCTOBER 20. CURRENT CARRIER IS HAGEN INSURANCE AGENCY. THE PREMIUM FOR 2022/2023 IS \$2,679.79: A \$403.96 INCREASE FROM LAST YEAR. MELVIN MADE A MOTION ASKING CARRIE FERGUSON AND MAUREEN RAMIREZ TO GET QUOTES FROM OTHER VENDERS. JOHN SCHOELLMAN SECONDED AND THE BOARD APPROVED UNANIMOUSLY.

**COMMENTS FROM THE BOARD AND FROM THE FLOOR:**

A PROPERTY OWNER ASKED IF THE BOARD WAS CONSIDERING “NON-PROFIT STATUS” FOR THE HOA. MELVIN REPLIED THAT WE ARE CONSIDERING THIS AS IT OFFERS SOME SIGNIFICANT SAVINGS. MELVIN THEN LED MORE DISCUSSION ON THE NEW SEPTIC SYSTEM FOR THE POOL BATH ROOMS.

**CHANGE IN OWNERSHIP:**

| NEW OWNER               | SEC | BLK | LOT        | PREVIOUS OWNER              |
|-------------------------|-----|-----|------------|-----------------------------|
| LINDA AND MARK BIBLE    | 6   | 5   | 2, 3       | DEBORAH AND KENNETH WINSTON |
| JAMES AND NANCY BICE    | 4   | 15  | 95         | NANCY BICE                  |
| BUSSELMAN PROPERTIES LP | 7   | 1   | 20, 21, 22 | TIMOTHY CLAPP               |

**ADJOURNMENT:** A MOTION BY MELVIN LEHMANN, SECONDED BY CARRIE FERGUSON TO ADJOURN WAS APPROVED AT 9:03 AM. THE NEXT MONTHLY MEETING IS ON **SATURDAY, NOVEMBER 5, 2022 AT 9:00 AM.** THESE MINUTES WERE APPROVED IN THE REGULAR MONTHLY BOARD MEETING OF THE \_\_\_DAY \_\_\_, 2022.

\_\_\_\_\_  
SECRETARY \_\_\_\_\_ PRESIDENT\_

