

**BIRCH CREEK FOREST PROPERTIES, INC.
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
NOVEMBER 5, 2022**

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, NOVEMBER 5, 2022 AT 9:00 AM.

VICE-PRESIDENT JOHN SCHOELLMAN CALLED THE MEETING TO ORDER, THERE BEING A QUORUM PRESENT. PRESIDENT MELVIN LEHMANN WAS ABSENT.

MINUTES OF THE REGULAR BOARD MEETING HELD OCTOBER 1, 2022, WHICH WERE POSTED AND CIRCULATED, WERE APPROVED UPON MOTION BY JOHN SCHOELLMAN AND SECONDED BY CARRIE FERGUSON. THE MINUTES WILL BECOME PART OF THIS MEETING'S RECORDS.

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

COMMITTEE REPORTS:

SWIMMING POOL: JERRY AND STEVE DID NOT REPORT ON THE POOL THIS MONTH BUT IT LOOKS OK.

NOTE: THE SWIMMING POOL AND POOL RESTROOMS ARE CLOSED FOR THE YEAR. THE POOL IS SCHEDULED TO REOPEN NEXT SUMMER ON MAY 1, 2023.

ABATEMENT: NONE

ARCHITECTURAL: THREE

1. DENNIS AND BARBARA TONES HAVE APPLIED TO BUILD A STORAGE SHED ON THEIR PROPERTY AT 610 PARK VIEW LANE. A MOTION TO APPROVE BY JOHN SCHOELLMAN, SECONDED BY JOHN DUNKLEMAN PASSED UNANIMOUSLY.

2. RUDY AND BONNIE HERNANDEZ HAVE APPLIED TO ADD AN ADDITION TO THEIR EXISTING HOUSE ON THEIR PROPERTY AT 718 TANGLEWOOD STREET. A MOTION TO APPROVE BY JOHN SCHOELLMAN, SECONDED BY MAUREEN RAMIREZ PASSED UNANIMOUSLY.

3. JESSE HERNANDEZ HAS APPLIED TO THE BOARD TO APPROVE THE STORAGE SHED HE HAS ON HIS PROPERTY AT 108 BRAMBLE WOOD CIRCLE, HAVING MADE THE NECESSARY CHANGES. A MOTION TO APPROVE BY JOHN SCHOELLMAN, SECONDED BY MAUREEN RAMIREZ PASSED UNANIMOUSLY IN EXECUTIVE SESSION..

GRIEVANCE: THREE WRITTEN SUBMISSIONS BY SAME PROPERTY OWNER

A PROPERTY OWNER COMPLAINED ABOUT THE APPEARANCE OF THE SUBDIVISION ENTRANCE, SAFETY OF PLAYGROUND EQUIPMENT, AND OTHER ITEMS. JOHN SCHOELLMAN STATED THESE CONCERNS SHOULD BE TAKEN UP WITH THE PARK COMMITTEE. (SEE COMMENTS FROM THE FLOOR). HE MENTIONED TWO ITEMS THAT THE BOARD IS CONCERNED WITH: 1.) LOCATION OF THE REPLACEMENT SEPTIC WHICH IS ON PARK PROPERTY FOR WHICH SPACE MUST BE ALOCATED, AND 2.) DEMO OF THE BASKETBALL COURT. A PROPERTY OWNER ASKED IF THE BOARD INTENDS TO REPLACE THE BASKETBALL COURT. JOHN SAID YES. BOB WARE OFFERED TO DEMOLISH THE OLD COURT AND REMOVE THE CONCRETE FREE OF CHARGE. JOHN MADE A MOTION TO ACCEPT BOB'S OFFER. CARRIE FERGUSON SECONDED THE MOTION AND THE BOARD APPROVED UNANIMOUSLY. THANKS BOB! BOB SAID WORK WILL BEGIN IN A COUPLE WEEKS.

GRIEVANCE UPDATE: JOHN SCHOELLMAN REPORTED ON THE ACTION TAKEN ON 17 GRIEVANCS THAT HAVE BEEN SUBMITTED TO THE BOARD SINCE SEPTEMBER. OF THESE: 5 HAVE BEEN RESOLVED, 7 ARE PENDING WITH ALL CONTACTED PROPERTY OWNERS COOPERATING, 3 REQUIRE NO ACTION, AND 2 ARE PENDING BECAUSE INCORRECT ADDRESSES REQUIRED RESENDING THEM. THIS WORK HAS BEEN THE EFFORT OF THE BOARD'S NEWLY ELECTED ASST. SECRETARY, MAUREEN RAMIREZ. THANKS. MAUREEN!

BUILDING RENTAL: NONE

OLD BUSINESS:

THE BOARD RENEWED BCFPI'S PROPERTY INSURANCE FOR THE COMMUNITY BUILDING, OFFICE, AND THREE OTHER BUILDINGS. THE NEW CARRIER IS ROLLO INSURANCE. THE PREMIUM FOR 2022-2023 IS \$3,636.70. CARRIE FURGESON REPORTED THAT SHE CHECKED WITH OTHER VENDORS AND WE ARE GETTING MORE COVERAGE FOR THE LOWEST COST AND BETTER SERVICE FROM THE LOCAL AGENT.

NEW BUSINESS:

THE MAINTENANCE FEE STATEMENTS FOR 2023 WERE MAILED OUT IN OCTOBER. IF ANY PROPERTY OWNER HAS NOT RECEIVED THEIR STATEMENT PLEASE CALL THE HOA OFFICE AT (979) 535-8978. THE FEES WILL BE DUE BY JANUARY 31, 2023. A LATE CHARGE OF \$10.00 PER LOT WILL BE ASSESSED. A PAYMENT PLAN CAN BE ARRANGED BY CALLING THE HOA OFFICE.

BCFPI'S LIABILITY INSURANCE IS TO BE RENEWED FOR THE COMING YEAR. THE CURRENT CARRIER IS STATE FARM AND THE POLICY EXPIRES AT END OF THIS YEAR. THE PREMIUM FOR LAST YEAR WAS \$2,607.00. THE PREMIUM FOR THIS YEAR IS \$2,495.00, A \$112.00 REDUCTION! JOHN SCHOELLMAN MADE A MOTION TO APROVE RENEWAL, SECONDED BY CARRIE FERGUSON AND UNANIMOUSLY APPROVED.

COMMENTS FROM THE BOARD

JOHN SCHOELLMAN NOTED THAT THE COMMUNITY BUILDING NEEDS UPDATING FOR SOME OF ITS APPLIANCES. THE OVEN DOES NOT WORK PROPERLY AND THE HOT WATER HEATER NEEDS REPLACEMENT. ALSO, THE BATHROOM NEEDS A WORKING HOT WATER TAP AND THE TOILET NEEDS UPGRADING TO ADA STANDARDS WITH GRAB BARS. JOHN VOLUNTEERED TO CHECK THE OVEN AND GET ESTIMATES FOR ITS REPAIR. PARK COMMITTEE MEMBERS (SEE COMMENTS FROM THE FLOOR) ASKED HIM TO WAIT ON THE OVEN REPLACEMENT AS OTHER CHANGES TO THE KITCHEN MAY BE PROPOSED. JOHN MADE A MOTION TO GET ESTIMATES FOR REPAIR OF THE OTHER ITEMS. CARRIE FERGUSON SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

COMMENTS FROM THE FLOOR:

PROPERTY OWNER RANDY PACHAR REPORTS THE BIRCH CREEK FOREST COMMUNITY ENHANCEMENT COMITTEE HAS HAD TWO MEETINGS. THIS COMMITTEE IS SEAKING WAYS TO ASSIST THE BOARD IN ACHIEVING THE COMMON GOALS OF THE SUBDIVISION. HE ALSO PROPOSES THAT THE ARCHITECTURAL CONTROL FORM BE UPDATED TO MAKE THE APPROVAL PROCESS CLEARER AND MORE EFFICIENT.

PROPERTY OWNER TINA BOLTON REPORTS THE PARKS COMMITTEE IS WORKING ON SEVERAL IDEAS INCLUDING NEW LIGHTING, PLAYGROUND EQUIPMENT, AND INTERIOR REMODELING OF THE COMMUNITY BUILDING.

A PROPERTY OWNER VOLUNTEERED HER LABOR TO DECORATE THE SUBDIVISION'S ENTRANCE WITH TWO HOLIDAY WREATHS. JOHN SCHOELLMAN MADE A MOTION TO COMPENSATE HER EXPENSES FOR THE WREATHS FOR \$200. CARRIE FERGUSON SECONDED AND THE BOARD APPROVED UNANIMOUSLY.

ANOTHER PROPERTY OWNER ASKED IF PROGRESS WAS BEING MADE ON OBTAINING NON-PROFIT STATUS FOR THE HOA. JOHN REPLIED YES AND CARRIE FERGUSON SAID SHE IS WORKING ON IT.

CHANGE IN OWNERSHIP: NONE

ADJOURNMENT:

THE BOARD WENT INTO EXECUTIVE SESSION AT 9:48 AM TO CONSIDER AN ARCHITECTURAL FORM SUMMITTED THIS MONTH AND ALSO THE STATUS OF THE LEGAL PROCEEDINGS SOON TO BE UNDERTAKEN IN THE DISTRICT COURT OF BURLESON COUNTY.

A MOTION BY JOHN SCHOELLMAN, SECONDED BY CARRIE FERGUSON TO ADJOURN WAS APPROVED AT 10:17 AM. THE NEXT MONTHLY MEETING IS ON **SATURDAY, DECEMBER 3, 2022 AT 9:00 AM** IN THE COMMUNITY BUILDING. THESE MINUTES WERE APPROVED IN THE REGULAR MONTHLY BOARD MEETING OF THE _____ DAY _____, 2022.

SECRETARY

PRESIDENT

