



## General Membership Meeting Minutes

**Date: March 27, 2018**

**Call to Order at: 7:10 PM**

**Attendance:**

Board Member	Office	Present
Kim Smith	President	x
Doug Rhea	Vice President	x
Deborah Cashen	Treasurer	x
Carol Brooks	Secretary	x
Jim & Peggy Davis	Zone Delegates	x
Charla Masarik	Past President	

**Quorum of Board Members Established: Yes**

Committee Chairs	Committee	Present
Hendrix Prufer	Roofing, Fencing & Compliance	x
Linda Pool	Beautification	x
Charla Masarik	Events	

**Quorum of Members Established:**

15% of households in good standing were present i.e. all dues and assessments paid  
Determined by Treasurer as members arrived

**Consent Agenda:**

- A. Adopt Agenda
- B. Approve Minutes – Attached to invitation, distributed and read by Secretary;
- C. Motion to adopt the consent agenda was approved by show of ballot with no corrections noted.

Board members are serving as members of Bedford Estates Homeowners Association and not in their professional, executive or administrative capacity.

**President's Report:**

- Current Board projects:
  - Roofing, Fencing & Compliance will be integrated into a single committee
  - By-laws being updated to bring us into compliance with current Texas laws
  - CCRs being updated to reflect current building materials
  - Process being developed to aid homeowner understanding of need for CCR compliance and how to seek advice and/or approval for home renovations
  - Once completed, documentation relative to CCR compliance will be sent to all homeowners



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- Current City of Bedford projects:
  - Stump on Cheek Sparger has been ground down
  - Drainage issues on Cheek Sparger to be addressed in the April-May timeframe
- Q&A from members:
  - How will compliance be enforced?
    - The process being put in place outlines how the committee and the Board will interact with homeowners on a case-by-case basis and make every effort to find a workable solution. It is also very specific on actions to be taken if those efforts fail.
  - Is the Board familiar with the process for changing the CCRs?
    - Yes. Also, we are getting advice from a lawyer familiar with state regulations.
- Vote needed for new officer:
  - Board is nominating Deborah Cashen for another two-year term as HOA Treasurer.
  - No nominations from the floor; membership approved by show of ballot

### **Treasurer's Report:**

- Reviewed Profit & Loss for 1Q2018
- Dues collected to date are \$12,680.15; 70% of households
- Expenses are \$1,400.46
- Net income is \$11,279.69

### **Vice President's Report:**

- Original bid to stain Cummings perimeter fence was \$3,500 using a spray on method
- Concerns for damage to private property
- Current bid for roll on method is approx. \$5000
- Board is seeking additional bids
- Q&A from members:
  - Are homeowners who benefit from fencing responsible for the interior?
    - Yes. Flyer distributed with maintenance advice & offer to assist from HOA
  - How is this maintenance being policed by HOA?
    - Fencing Committee monitors fence and discusses issues with homeowners
  - Is this cost just Cummings fencing; what about Cheek Sparger fencing?
    - Yes. Cummings gets a lot more sun; Cheek Sparger not needed at this time

### **Zone Delegates Report:**

- Recognized accomplishments of delegates; campaign done in timely manner
- Two zones achieved 100% of homes
- Several others were near that
- Solicited volunteers for zones that have a large number of homes

### **Committee Reports:**

- Roofing, Fencing & Compliance Committee – Hendrix Prufer
- All projects covered in President's Report



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### Beautification Committee – Linda Pool

- Thank you to Committee members for planting and maintenance of Cummings flower beds
- Considering xeriscape beds for Cheek Sparger as there is no source of water; on hold until drainage issues are resolved
- Adding seasonal décor and American flags to all entrances
- Investigating replacement of current Bedford Estate signage to a more contemporary look  
Estimates for bronze: \$500/each + installation; cast stone: \$75/each + \$4K install

### Q&A from members:

What is the problem with removal/replacement of signs?

Installed at varying depth; possible damage to stonework; thickness of signs

Have you talked to Edwardo who built the stonework?

Not yet but attempting to reach him

Might consider allowing residents to “sponsor a sign”.

- 2017 Yard of the Month winners are posted on our website, Next Door and Facebook
- Will continue YOM program in 2018
- Next Beautification Committee meeting is April 9<sup>th</sup> if anyone would like to join

### Events Committee – Charla Masarik (Kim presented in Charla’s absence)

- Had almost 100 attend Crawfish Boil
- Neighborhood garage sale scheduled for May 19; applications on table-return by 5/6
- National Night Out is first Tuesday in October
- Christmas Crawl will be held again; need volunteers for 2-3 homes
- Considering quarterly seminars on items of interest to homeowners  
First will be insights from a local real estate agent on current market trends

### New Business:

- Presentation by two City of Bedford employees on how the city deals with mosquito control
- Several members shared tools they use at home

### Old Business/Updates/Announcements:

- Website updates:  
Public view only shows Overview, Events, News and Policy documents  
Residents need to sign in using email given during dues campaign and password of their choosing.
- Will post all meeting minutes, Board/Committee organization chart and duties
- Will be able to look up neighbors based on home address
- Will be able to look up your zone delegate
- Will post all upcoming events and send emails to all residents
- Domain name purchased and operational within a few weeks

### Closing Remarks:

- Kim posted a list of City events
- Terry Smith encouraged attendees to come to the Community Outreach meeting  
Meet Mayor, Fire Chief and learn about smart water meters to be installed

**Next Meeting Date: TBD**



## General Membership Meeting Minutes

**Adjourned: 8:35 PM**

**Submitted by:** Carol Brooks, BEHA Secretary

### **Addendum**

*It should be specifically noted that, as recommended by the Board and voted on and approved by the membership at the Fall General Meeting on October 17, 2017 that as of January 1, 2018 Charla Masarik stepped down from the office of President of the BEHA and Kimberlee Smith assumed that position. Also, at that meeting, Carol Brooks was nominated by the Board and elected by the membership as Secretary of the BEHA.*

*Let it be known then that the following Board Members are considered key executives and govern the BEHA (Bedford Estates Homeowners Association, Inc.) with full approval of the membership:*

<i>Kimberlee Smith</i>	<i>President</i>
<i>Dough Rhea</i>	<i>Vice President</i>
<i>Deborah Cashen</i>	<i>Treasurer</i>
<i>Carol Brooks</i>	<i>Secretary</i>
<i>Jim and Peggy Davis</i>	<i>Zone Delegates</i>