



Bedford Estates

Homeowners Association

Board of Directors Meeting Minutes October 12, 2023

ATTENDEES:

TITLE	OFFICE HOLDER	PRESENT
President	Jim Griffin	X
Vice President	OPEN	
Secretary	Kim Smith	
Treasurer	Brenda Roche	X
Neighbor Relations	OPEN	
Communal Property	OPEN	
CHAIR - Beautification	Linda Pool	X
CHAIR - HOA Property	Jim Vaught	X
CHAIR - Communications	Carol Brooks	X

ADDITIONAL ATTENDEES:

NAME	TITLE	REASON FOR ATTENDANCE
Ivonne Sewell	Welcome Wagon Chair	required
Sonia Ashford	Events Chair	required

Quorum of Board Members Established: YES

Meeting called to order at: 6:19 pm

Voice approval of minutes of previous Board meeting: Minutes of the 07/16/2023 Board Meeting were unanimously approved.

REPORTS OF OFFICERS:

PRESIDENT – JIM GRIFFIN

City of Bedford:

- As a key leader of the pro bond PAC yesforhebisd2023.com, Jim provided an overview of the need for and benefits of the upcoming HEB bond election including:
 - Replacement of Trinity and L.D. Bell High Schools
 - Replacement of four Elementary Schools built in the '60s
 - Upgrades to safety, security and technology at all schools



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Short term rentals:

- Recently a board member was made aware that a current resident on Wimbledon Way had approached the City of Bedford on the procedure necessary to register their home as a short-term rental. As of this date, the homeowner has not pursued the registration.
- The Board had an extensive discussion as to the potential impact on the neighborhood if such a request is granted and what verbiage could be added to our CCRs to preclude such a rental. Assuming that such an addition to the CCRs was added and approved by 67% of the homeowners in Bedford Estates, questions exist as to effective enforcement.
- Inquiries have been made to the CAI in Dallas and a local HOA lawyer for guidance.
- Regardless of the outcome of those actions, the board is in general agreement that inclusion of such wording could discourage but not prevent such rentals. We would, therefore, look to the City of Bedford to intervene if those who occupy the home were disturbing the quality of life of our residents.

CAI Updates: None noted

Recap of 2023 TX HOA legislation: None impact our governing documents.

VICE PRESIDENT - RENEE CHAPPELL

- Renee announced her resignation via an email to the current board President & Secretary citing family and work demands that preclude effective fulfillment of her duties.

TREASURER –BRENDA ROCHE

Bank Accounts balances as of 10/12/2023:

Checking	\$15,367.11
Savings (Reserve Fund)	\$22,265.00
Total	\$37,632.11

General Ledger reconciled with bank statements as of 09/29/2023

3Q Income:

Association Fees	\$ 200.00	\$50.00 transferred to Reserve Fund
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3Q Expense:

Emergency Stonework Repair	\$4,922.39	Withdrawn from Reserve Fund
Mowing	\$1,440	
Admin-Quickbooks, CAI, filing fees	\$360.05	
Bank Charges - AffinPay	\$19.96	
Remaining Water (Credit)	\$2619.53	



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2023 Dues YTD:

48.5% participation \$9,700.00

Budget Shortfall \$4,300.00 2023 budget based on 70% participation

COMMUNAL PROPERTY - OPEN

- Committee Chairs will be required to attend and report at board meetings until this position is filled.

REPORTS OF STANDING COMMITTEES:

Beautification Committee - Linda Pool

Cummings flower beds:

Pansies will be ordered and installed before end of October

\$144.00 for four beds

Send out email to recruit volunteers to plant

Jim V. will remove dead bushes

Entrance decor refresh:

Will wait until May 2024 timeframe to order patriotic bunting

Fall & December holiday wreaths need replaced - too weathered to reuse

24" Fall wreaths to be acquired at \$18.00/each x 12 = \$216.00

30" Holiday wreaths to be acquired at \$25.00/each x 12 = \$300.00

Send out email to recruit volunteers to assemble

Total 2023 Beautification cost overrun = \$184

Board voice vote to approve - unanimous

*Addendum: On November 16th, Brenda Roche proposed a motion via email to approve \$600 from the 2023 Property Maintenance Budget to be used for seasonal decor. The motion passed unanimously.

Property Maintenance Committee - Jim Vaught

Cummings Dr. Irrigation:

One leak at West Highbury bed - sealed

Estimate to replace irrigation valves is \$550 x 2 = \$1100. Do not recommend it at this time.



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Ashbury/Cummings stonework repair:

Completed remainder of masonry work which was needed due to previous misunderstanding with the contractor. The change significantly enhances the look and integrity of the flowerbed. Before and after pictures were shown and will be used for the 2023 Annual Meeting.

NEIGHBOR RELATIONS - OPEN

Due to the resignation of Kelli Farco in 2Q2023, Committee Chairs have been required to attend and report at board meetings.

Welcome Wagon Committee - Ivonne Sewell

- Distributed most recent new homeowners visit recap
- 3916 Ashbury Lane is under contract
- New homeowners at
3809 Cambridge Cir E
3820 Welwyn Way
3716 Welwyn Way

Events Committee - Sonia Ashford

- NNO had great participation from the City - police, firefighters & city staff
- Good participation - approx. 50+ with lots of "littles"
- Music provided by Javier Olivo was well received

Communications Committee - Carol Brooks

- Recruited replacement in December 2022; several training sessions. Received her resignation in September due to expecting first child.
- Will continue upkeep of website, emails as needed.

UNFINISHED BUSINESS: N/A

NEW BUSINESS:

2024 PROPOSED BUDGET - Brenda

- Based on current trends in dues participation, a lengthy discussion took place as to what was a reasonable projection for next year. The board decided to leave at 70%
- Given prior year trends, the Board decided to reallocate funds in several line items e.g.
Additional money for Beautification
Less for neighborhood signage
Less for Legal/Professional



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- Move CAI membership from administration to Legal/Professional. There was also discussion on how to make the budget more “marketable” and easier for homeowners to understand.

Finalize Annual meeting date and location - Jim
See Future Meetings below.

Discuss potential increase in annual dues - Jim

- Given the projected costs for ongoing maintenance and eventual replacement of some of our communal property, a dues increase seems likely. Even if we gained 100% participation @ \$100/year, there would not be enough money in the Reserve Fund to cover these expenses and current bylaws do not allow the Board to issue an assessment. (These projections were included in the 2022 year end presentation.)
- Tabled until the January 2024 board meeting.

Discuss proposed revisions to CCRs - Carol (previous VP)

- CCRs have been redrafted to include input from the September 2022 homeowner ballot and will be distributed to the Board in a follow-up email for their review. Inquiries have been made to CAI and a local HOA lawyer as to potential wording covering short-term rentals.

FUTURE MEETINGS:

Annual meeting - tentatively set for November 9th. The President is checking with the City library and the Events Chair is checking with Generations Park YMCA for rental space to accommodate 50 residents. Meeting will be followed by time to visit and enjoy refreshments. Focus will be an ending 2023 with increased dues payments and fostering community among our homeowners.

Board meeting - January 9, 2024

ADJOURNED AT: 8:47 pm

MINUTES PREPARED BY: Carol Brooks for Kim Smith