



Bedford Estates
Homeowners Association

2021 Annual Meeting Minutes

Presentation posted and email sent: 12/31/2021

Due to Corona Virus restrictions, the Board voted not to attempt an in-person meeting but rather opted to conduct the required Homeowners Annual Meeting electronically. The President, Vice President and Treasurer each contributed to a comprehensive presentation as will be discussed below containing the information that would have been presented at an in-person meeting using a composite Power Point presentation.

In addition, homeowners were given access to an online poll which allowed them an opportunity to cast their ballots for open Board and Committee positions and to vote to approve/amend the proposed 2022 budget, and 2020 Annual Meeting minutes. There was also an opportunity for residents to volunteer, comment and/or recommend changes via the poll. Ballots were collected electronically, and all items listed above were approved by a majority of those responding.

Notification of the meeting was sent via email to all residents for whom we had a valid email address; those who had chosen not to share their email address or who had unsubscribed were sent a physical copy of the presentation, a ballot for voting and details on who to contact for their ballot to be retrieved. Notification was also posted on NextDoor, our BEHA Facebook page and links to the presentation were posted to the Bedford Estates website at www.bedfordestates.org

HOA Board as of year end 2021:

Board Member	Position
Kim Smith	President
Carol Brooks	Vice President
Catherine Ross	Secretary
Brenda Roche	Treasurer
Ivonne Sewell	Neighbor Relations

Committee Chairs	Committee
Linda Pool	Beautification
Lydia Gagliardi	Events
Doug Rhea	HOA Property

Quorum of Members Established: A quorum was met with 48 individual homeowner households participating and all approving of the items listed above; 47 were submitted electronically. The required minimum was 30 households.

President’s Presentation – Kim Smith

- Overview of the digital annual meeting process.
- Significant turnover of homes in Bedford Estates amid escalation of property values. Seventeen new residents who cited our diverse home styles, large lots, and HOA upkeep as reasons for their purchase. Most are young families.
- Mayor Boyter and new City of Bedford personnel doing a good job in communicating to residents on projects, issues, and accomplishments e.g., Mayor’s monthly open forum outreach sessions.



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- The HOA Board quarterly meetings are a success and minimize burden of time commitment while keeping HOA projects/decisions/awareness on target using email.
- Administrative processes under Neighbor Relations, dues campaign and board duties have been streamlined to ensure smooth transition to new board/committee members and improve timeliness.
- Focused on transition planning and total transparency to residents.
- 2022 goals include a focus on engagement of new residents, revamping HOA events, strategic planning and updating by-laws and CCRs to include new Texas laws.
- Open Board and Committee positions were presented along with reasons to volunteer.

Vice President's Presentation – Carol Brooks

- Four nominations were submitted for approval: Jim Vaught for Chair of the HOA Property Committee and Chris Brown, Greg Rusk, and John Ashford as members of the ARC (Architectural Review Committee). All were unanimously approved by those taking the poll.
- Solicitation for nominations was also given for Vice President and President. It was hoped that volunteers would come forward so that a smooth transition could be provided as both these positions become vacant at year end 2022. No nominations were received, and another call will be announced in first quarter 2022.
- Carol provided the Beautification Committee Report on behalf of the chair, Linda Pool. Activity for 2020 included displaying of American flags at all neighborhood entrances on all Federal holidays and election days, seasonal décor installed at entrances when appropriate, continuation of the recognition of holiday lighting, maintenance throughout the year of the Cummings entrance flowerbeds with weeding, fertilization, seasonal plantings & supplemental watering, and lastly working with the HOA Property Maintenance Committee as needed.

Treasurer's Presentation – Brenda Roche

- As of 12/28/2021:
Checking Account Balance: \$14,101.99
Savings Account Balance: \$25,771.21
Dues Campaign ended with 68% participation: 136 households out of 200
- Budget vs Actual report was included for review and Proposed 2022 Budget was included and approval given via the poll.

Electronic review & voting closed: Midnight, January 31, 2022

Submitted by: Carol Brooks