

2-15-2024 Millbrook HOA Board Meeting Minutes

Board Members in attendance.

Duane Johnston, president

Richard Bohannon, Area 1 representative

Danny Barton, Area 3 representative

Curt Wheeler, Area 4 representative

Beth Henkel, secretary

Charles Rhodes, asst. treasurer

Board Members not present:

Don Gwynne – Area 6 Representative

Matt Haider – Area 2 Representative (proxy to Duane Johnston)

Jon Buck – Area 5 Representative

Members present:

Stan Fitzer

1. Board President Duane Johnston called the meeting to order at 7:00 p.m.
2. Approval of minutes was postponed until all board members were able to read them and Beth Henkel agreed to send the minutes from February, as well as minutes from the executive session following the January board meeting.
3. Charles Rhodes reported that dues continue to come in and that February 29 is the final day for payment. As per the Covenants and Restrictions, ½ of the collected fees will have to go to the maintenance fund and will be transferred in March after all the fees are in.

Charles presented the prepared tax returns for the HOA, and a motion was made to approve Duane signing the return. The motion passed and Duane signed the tax forms then Charles would file them on behalf of the HOA.

Charles also shared the treasurer's report, which is available upon request.
4. Danny Barton reported the capture of 2 large beavers which were relocated outside of the city.
5. Duane Johnston reported on research from Mitch Monis (canal committee) to implement a system which circulates water in the canal and introduces a type of bacteria that "eats up" the sludge and other debris. Mitch is continuing his research into multiple other companies to address the dredging problem
6. The board discussed the need to update the Covenants and Restrictions on the website to reflect changes voted on by the membership at the annual meeting in January. Following a short discussion, a motion was made by Curt Wheeler and the board approved .

2-15-2024 Millbrook HOA Board Meeting Minutes

7. Duane led a discussion about continuing the contract with Holmes Service Company to clean up trash along the shores of the canals at the cost of \$380/month, \$4940/year. Moved by Bohannon, seconded by Barton. The motion was approved by the board. Duane is also going to check on the cost of “above and beyond” cleanup services.

8. Duane reported he is doing ongoing work to move to electronic files of board/HOA business and explanations of processes (such as resale certificates, Texas Environmental Quality Report etc.), as well as creating “Procedural Handbooks” to facilitate people rotating into new board roles.

9. Other discussion items:

- Mentioned during area updates: lights are not working on the fountain by Duane’s house.
- Visibility of the new trash carts: Some members don’t have room to put them in their garage. Should we allow structures to be built to hide them? No consensus was reached.
- Publishing a calendar on the HOA website was proposed.
- Document printing for the annual meeting: It was recommended that we have items printed at an office supply store or other printing service rather than board members using company or personal printers

10. The board agreed to hold the next meeting on Thursday March 21 at 7 p.m. at the home of Duane Johnston, 1517 Waltham Court.