

An aerial photograph of a suburban neighborhood. The houses have brown roofs and are surrounded by green trees. A winding road with a central island is visible in the foreground. In the background, there is a large green field and a blue pond.

Grand Oaks

2020 Annual Membership Meeting

November 12, 2020

Introductions

Board of Directors

Bryan Phillips – *President*

Ryan Steans – *Vice President*

Ellen Ward – *Secretary/Treasurer*

Morgan Witthoft

Matthew Mintz

Community Association Management (CAM)

Stephanie Andrasi

Agenda

- 2019 Minutes Approval
 - Directors Report
 - Financial Review
 - Committee Reports
 - New Directors
 - Member Discussion
-

2019 Minutes

GRAND OAKS OWNERS ASSOCIATION, INC

2019 Annual Meeting of Members

November 14, 2019

Austin Community College, Stassney Campus
1820 West Stassney * Room 1312 * Austin, TX 78745

DRAFT MINUTES

The undersigned, Manager of the Grand Oaks owners Association, Inc., (the "Association") hereby certifies that at 7:00 p.m., November 14, 2019, the 2019 Annual Meeting of the Members was held at the Stassney Campus of the Austin Community College, located at 1820 W. Stassney Lane, Austin, Texas in room 1312.

Call the Order and Establish a Quorum

Morgan Witthoft, OA President, called the Annual Meeting of the Members to order at 7:07 p.m. with directors Bryan Phillips, Brian Everett and Russell Hackworth present. Having 36 members represented at the meeting either in person or by proxy, the president declared quorum was established.

Reading and Approval of Meeting Minutes

The 2018 Annual Meeting Minutes were approved as written.

Directors Report

Morgan Witthoft, President, reported the Directors' activities. The following projects that were completed since the 2018 membership meeting were reviewed: replacement of metal barbeque grills in the park, 220 linear feet of Trugrid installed along an area of the trail on the eastern side near the wet retention pond, 18 yards of Kiddie Mulch installed under the playscape in the park, park parking lot repaired and resurfaced, tree trimming to provide a minimum of 8' clearance along common area sidewalks throughout the community.

Bryan Phillips, Treasurer, presented the financial report including reference to the Reserve Study and how it is being used as a tool to determine projects and to plan for the future.

Membership was provided a copy of the approved 2020 Budget and informed the annual assessment rate would be going up 10% effective January 1, 2020. The 2019 rate was \$340. The 2020 rate will be \$ 374 raising the quarterly payments to \$93.50. The extra funds generated by the increased rate have been allocated to maintenance projects in 2020 Budget.

Committee Reports

Architectural Committee – A written report was included in the agenda packet. Kevin Lindley was present to answer any questions and stressed the importance of applications being submitted before any project is done rather than post.

Social – No report was presented.

Maintenance – Morgan Witthoft referred to the details outlined in the Director's Report in regard to maintenance projects. No written report was presented.

Beautification – No report was presented.

Unfinished Business

There was no unfinished business.

New Business / Election of Directors

The three-year director terms for Russell Hackworth and Jocelyn Depatie expired at this meeting. Doug Matthews sold his property on May 14, 2019 and resigned his position on the board effective this date. The board of directors accepted his resignation at the board meeting held on May 16, 2019. Brian Everett was appointed on July 25, 2019, to fill Doug's vacancy until the Annual meeting to be held in November, at which time membership will elect someone to complete the term until the Annual meeting in 2020.

This resulted in additional third position to be voted on by membership at this meeting for the remaining one-year of Doug Matthew's term set to expire in 2020.

Ryan Steans and Russell Hackworth were nominated for Director prior to the annual meeting and their names were preprinted on the ballot. Nominations from the floor was opened by Morgan Witthoft. Ellen Ward nominated herself for consideration for the one-year director's term. Hearing no other nominations, nominations were closed.

Having only three candidates for three positions, a verbal vote was conducted. Ryan Steans and Russell Hackworth were elected to three-year director terms. Ellen Ward was elected to fulfill the remaining one-year for the vacated seat by Doug Matthews.

Member Discussion

Landscaping – proper maintenance of trees was discussed including application of mulch.

Committees – members were encouraged to get involved in committees and to attend board meeting when held throughout the year. The value of participation and building community was discussed. Sign-up sheets were provided for the Beautification, Maintenance and Social Committees.

Adjourn

Having no objection and no further business to conduct, the meeting was adjourned at 7:54 p.m.

MINUTES DATED November 14, 2019

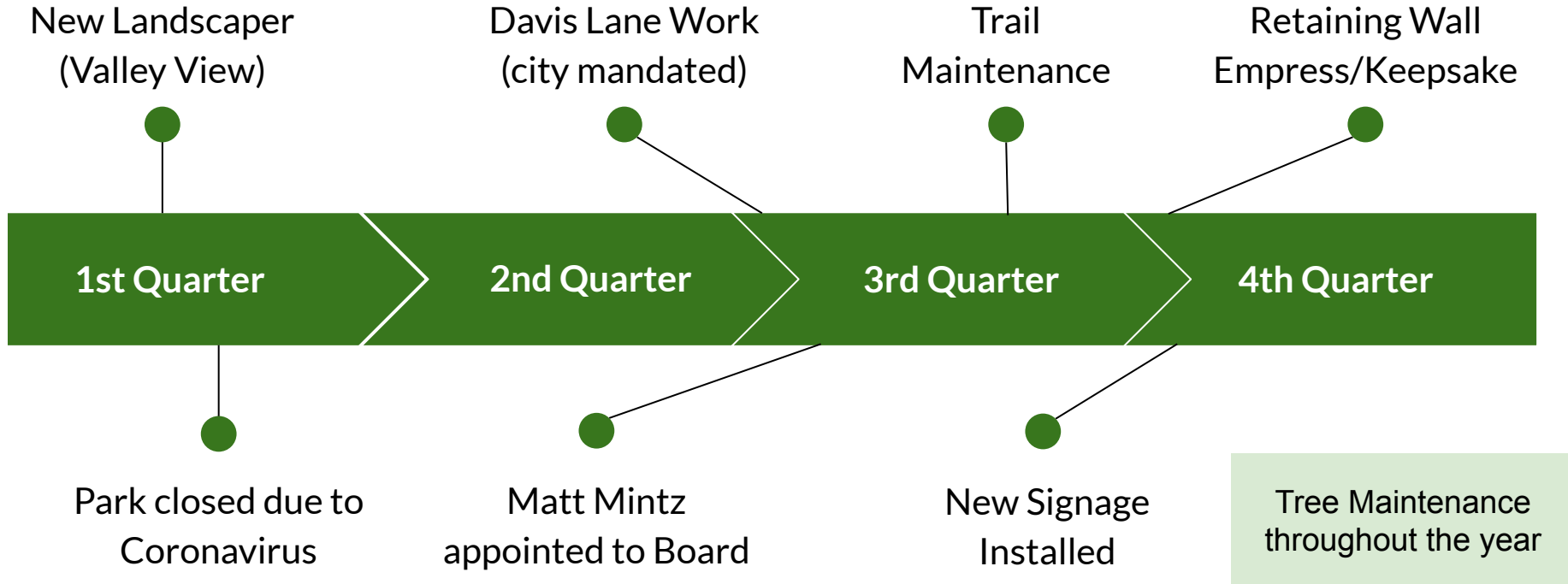
Stephanie Andrasi, CMCA
Association Manager

Directors Report

COVID-19

- Sought expert advice (legal and CAM)
 - Closed amenities & added signage
 - Follow City of Austin's Parks & Recreation Dept.
 - Moved all meetings virtual
 - Digital Election (moot)
 - Continually monitoring
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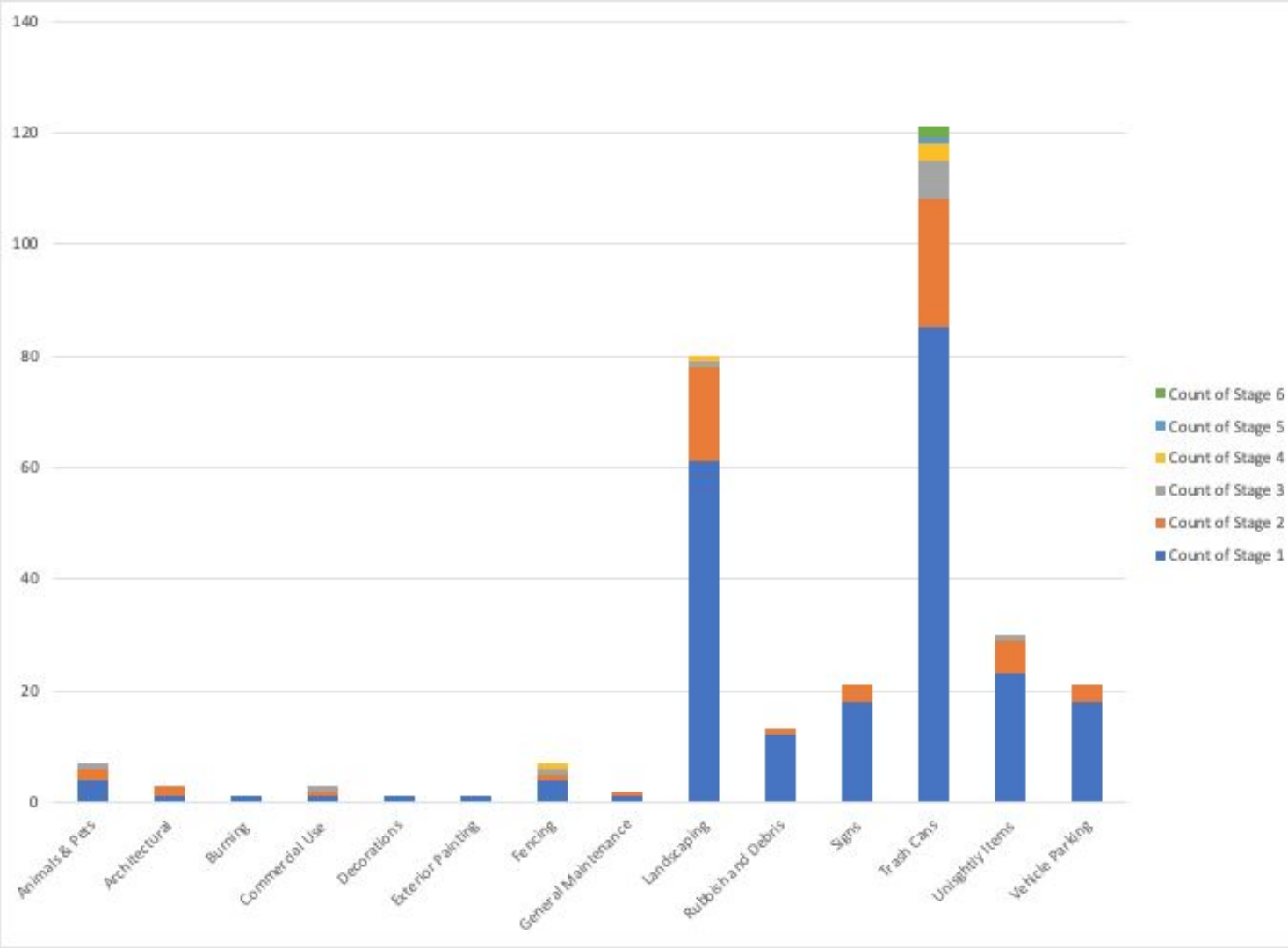
Milestones & Projects



2020 Compliance Violations

233 violations
this year

11 open
violations

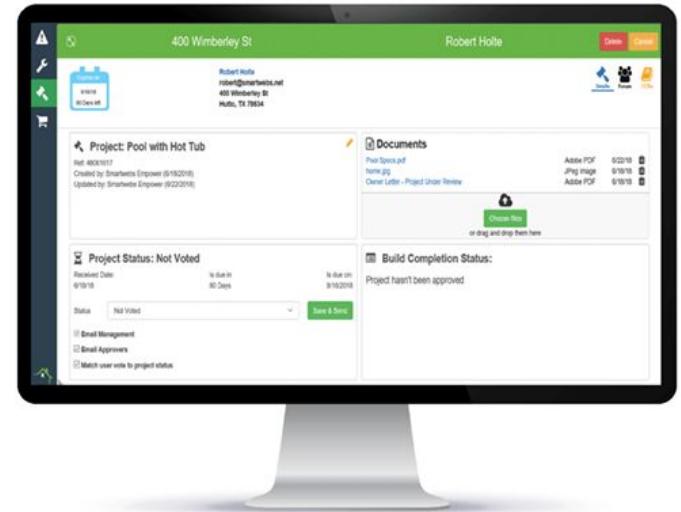


2021

Architecture Committee Requests

SmartWebs

- Online Application
- Status Update Emails
- Real-Time Data



Financial Review

2020 Budget-To-Date

2021 Budget

Reserves

Committee Reports

Social

Beautification

Maintenance

Nomination

Architectural

Newly Elected Directors

Thank you to
Ryan Steans & Russell Hackworth
for your service.

Morgan Witthoft

Ellen Ward

Matthew Mintz

Susan Rossi

Member Discussion

