

**Heritage Lakes
Board of Directors Meeting
Minutes from February 6, 2006**

Meeting was called to order at 6:31 p.m.

Attendance: Diane Rogers, Tony Petrone, Roberta Bohnet, Laurie Rilling, and Barbie Chandler. Matt Moore represented SBB Management Company.

Roles of the Board of Directors, the Management Company and the Committees:

Mr. Moore reviewed the roles of the Board of Directors, the Management Company and Association Committees.

The Board discussed roles as Members and how to organize Committees.

Mr. Moore agreed to email the Texas Property Code Chapter 209 to the Board for Review.

The Board agreed to respond to all emails within 48 hours.

The Board discussed the Association insurance policies and their coverage. Mr. Moore agreed to email the Board the Insurance Declaration Page.

Terms of Board Members:

The Board agreed that Mrs. Rogers, Ms. Bohnet, and Mrs. Chandler would serve 2-year terms, Mr. Petrone and Mrs. Rilling would serve 1-year terms.

Officers of the Board:

The Board appointed the following officers:

President – Barbie Chandler
Vice President – Laurie Rilling
Secretary – Diane Rogers
Treasurer – Roberta Bohnet
Member-at-Large – Tony Petrone.

Transition:

The Board discussed the formal release of liability and the Declarant's offer of a check in the amount of \$68,000 to fund property repairs requested by the

Transition Committee. Mr. Petrone, seconded by Mrs. Rilling, made a motion to accept the check and sign the formal release of liability. A unanimous consent was heard.

Committees and Committee Structure:

The Board discussed the ACC Committee and its structure. The members agreed to canvas the community and send 3 possible Committee names to Mr. Moore by Wednesday, February 15th for review at the next Board Meeting. Mrs. Rogers agreed to be the temporary liaison to this committee. Mr. Moore agreed to put together the existing ACC guidelines and send to the Board.

The Board agreed to table a Covenants Committee for at least 6 months.

The Board tabled the Nominating Committee until July when it will be rediscussed and formed for the next Annual Meeting Election.

Mrs. Chandler discussed the existing Communications Committee. She agreed to be the Liaison. Mr. Moore was instructed to email the current Activities Director Job Description to the Board.

Mrs. Rogers and Mrs. Chandler discussed the existing Social Committee. Mrs. Rogers agreed to act as the Liaison.

The Board discussed the existing Security Committee. Mrs. Rilling agreed to be the Liaison.

The Board discussed a Pool Committee. Mrs. Bohnet agreed to be the liaison.

Use of Volunteers:

Mr. Moore gave a brief description of the use of volunteers in the Association

Association Financials:

Mr. Moore reviewed the financials, the 2006 budget, and briefly described the Association's major contracts.

Board and Town Hall Meetings:

The Board discussed the future dates for Board Meetings and Town Hall Meetings.

Board Meeting Dates:

February 20th

March 20th

April 17th

May 15th

All Board Meetings will be held at 6:30 in the Clubhouse.

Town Hall Meeting Dates:

March 13th

June 12th

September 11th

December 11th

All Town Hall Meetings will be held at 7:00 in the Clubhouse.

New Business:

The Board reviewed and approved the requested payment plan for account number 112-6187.

The Board discussed the broken mirror in the fitness room. The Board instructed SBB Management Company to charge the homeowner ½ the cost to replace the mirror.

Adjourn:

The next meeting was set for February 20th.

Meeting was adjourned at 9:35 p.m.