

Castle Estates Homeowners Association, Inc
2024 ANNUAL MEETING MINUTES

Wednesday, April 3, 2024 at 6:30 PM

~~Tuesday, March 5, 2024 at 6:30 PM~~

Amegy Bank, 13030 Highway 6, Santa Fe, TX 77510

AGENDA

1. Call to order – Verification of Quorum
 - a. Call to order at 6:32 PM
 - b. Quorum met
2. Pledge of Allegiance to the US Flag and Pledge to the Texas flag recited
3. Introductions, Board & Residents
 - a. Board introduced themselves:
 - i. Board President, Jennifer Wolf (term 2022-2025)
 - ii. Board Secretary, Denise Saylor (term 2021-2024)
 - iii. Board Treasurer, Stephanie Seward (term 2023-2026)
 - b. Residents in attendance also introduced themselves.
4. Recognition of Service to our Subdivision's Volunteers
 - a. 2023-2025 ACC Members: Tom Estep, Jack Foreman, Aaron Deluna.
 - i. Terms discussed, all 2 years, 2023-2025
 - ii. Only 1 member of ACC in attendance
 - b. Flag Handler – Jack Saylor
 - c. HOA Entrance Decorations – Jack Foreman

Old Business:

1. Review and Approval of March 7, 2023 Meeting Minutes – T. Foreman made motion to accept, M. Randolph 2nd; accepted with correction to secretary term dates
2. Review and Approval of the December 31, 2023's Treasurer's Report – D. Baker made motion to accept, M. Riley 2nd; report approved
3. Review of the 2024 Budget (approved at November 14, 2023 Board Meeting) – no questions asked
4. Review of 580' Park Fence Replacement & Notice of Emergency Board Meeting (11-25-2023) for additional funding approval
 - a. The President reviewed the 580' Park Fence Replacement completed late November 2024 by Edwin's Fence. A formal notice was also made regarding the emergency board meeting held November 25, 2023 to approve additional \$1500 funding for extra security work for the fence to include 5' wire between posts and frame on the backside of new

replacement fence, and just on top of the back of previously replaced fence from the corner to the ditch. This extra amount was approved unanimously by the CEHOA Board Members.

- b. No questions asked
- 5. Review of CEHOA website creation – no questions asked
- 6. Review of updated policies to align with State of Texas legal/legislative requirements – All policies posted on the CEHOA website www.castleestateshoa.com. No questions asked
- 7. Statement of Voting Requirement for Adoption/Amendment of Certain Dedicatory Instruments
 - a. The President made the formal statement that voting on changes will require 67% of ALL homeowners (not 75% as stated in current Deed Restrictions/By-Laws) as 67% is the highest percentage allowed by law (TPC 209.0041). No formal change is needed in our paperwork; this statement as recorded will be sufficient.
 - b. no questions asked

New Business:

- 1. Election for the Secretary board position (3-year term, 2024-2027) - D. Saylor nominated to continue in position, all agreed
- 2. Discussion of Resident Directory posted on Website (on password protected page)
 - a. Some questions/discussion made:
 - i. Can each resident have their own password?
 - ii. Should there be one password but update/change it every 6 months?
 - iii. Should there be a directory in the Cloud with viewing rights only (board members would have editing rights)?
 - b. Board will look into customizing website options, and will ask for resident help.
- 3. Discussion of Entrance Landscape Maintenance Frequency
 - a. Pablo has done it for 21 years and has never raised the rates
 - b. Decision was made to switch to 2x/year for re-mulch, etc.
- 4. Discussion of starting/re-starting HOA Events/Contests
 - a. Mr. Houston agreed to head up a movie night at the park with a BBQ; Wolfs have a projector that can be used; we still have a credit for a bounce house that can be used
 - b. Yard of the Month – discussed letting the neighborhood kids go around and vote; approval was given to allocate a small amount of funds for this

Homeowners Open Forum

- K. Pearson – Discussed possibility of basketball court at the park, which could be a good flex space. Discussed getting feedback from nearby neighbors, maybe others also?

- M. Randolph - Discussed looking into replacing some of the bushes up front; shorten bushes length and fill in gaps with what is taken out?
- J. Houston – Discussed drainage ditch on Castle Dr; the county sprayed it and it killed the Houston’s grass. Also caused medical issues for him after he used a weed eater in the area; the board asked him to email dates of the situation and the board will reach out to the county
- Additional resident discussion about a drainage update. Resident reported that according to B. Pittman the project on Ave P is no longer happening upon last discussion with him. The board will check with the city about a drainage update.

Adjournment

S. McIntyre – motion to adjourn, J. Martorell – 2nd the motion. Meeting adjourned at 7:49 PM

CONTACT INFORMATION:	www.CastleEstatesHOA.com	CastleEstates@Hotmail.com
President – Jennifer Wolf	832-594-6737	jmw1214@gmail.com
Secretary – Denise Saylor	409-771-2091	playingwithwordsds@gmail.com
Treasurer – Stephanie Seward	952-992-9679	stephanielseward@gmail.com