

**MILLER'S GATE HOMEOWNER'S ASSOCIATION
ANNUAL FOLLOW-UP MEETING MINUTES
DECEMBER 20th, 2019**

James Choate, President OPEN

Larry Blundell, Vice-President OPEN

Emily Laird, Treasurer OPEN

Paul Fischer, Street Maintenance OPEN

Russell Scott, Member OPEN

Forest Wilkins, Member OPEN

Linda Bostic, Member OPEN

Brandon Crow, Member OPEN

I. Call to Order and Welcome – James Choate, President, Miller's Gate Board of Directors

II. Board Members in Attendance

- James Choate, Emily Laird, Russell Scott, Larry Blundell, and Brandon Crow

III. 2020 Contracts for Approval

- Only two bids received for 2020, Munoz Lawn & Landscaping and HOA Services of Oklahoma.
- Gabino Munoz Lawn & Landscaping started working for us mid-season. Motion made by Larry and seconded by Russell to except Bid from Gabino Munoz Lawn & Landscaping for the 2020 season. Vote passed by unanimous vote.
- Stacey Burris with HOA Services of Oklahoma has a 10% increase to her previous year contract to reflect increases in cost and increased work load for conducting our services. There is an additional \$300 contract to cover webmaster services. Motion was made by Larry and seconded by Russell to except contracts from HOA Services of Oklahoma. Vote passed by unanimous vote.

IV. Treasurer's Report – Emily Laird and James Choate

- Emily is working with Stacey Burris on Budget categories for 2020 to better define them to ensure expenses are allocated to the right category.
- The proposed budget reflects the increase to management services contract. We will keep funds in the gate category, just in case we need assistance from outside services.
- Lawn and Landscaping categories were updated to reflect the new approved contracts. The funds that were saved from signing a new contract will be put into a landscaping project for Fall 2020, to include some new trees, bushes and remodeling parts of the flowerbeds.

V. Topics of Discussion

- Sprinkler heads need to be replaced in the common areas and have the whole system serviced. Will look for services before the Spring season.
- Brandon talked about the importance of repairing the brick wall. He's working on getting bids for brick pillars and wood panels. James requested a bid for pre-cast concrete fencing for a long-term repair.
- Concerns were expressed about homeowner's responsibilities for removing their fences and/or trees/bushes. Deferred to a later date.
- Newsletter – Jenny Kellbach was concerned that it may be a conflict of interest to write the newsletter if she is on the Board of Directors. The Board agrees that it is not a conflict and that being on the Board may help her with providing content for the newsletter. Jenny developed a process to collect content, develop the newsletter, get first approval, edits, second approval, etc.
- Jenny questioned why we don't have an elected Secretary. This is due to no one wanting to be the Secretary. Jenny wants to take on the responsibility of writing the meeting agenda and minutes.
- Discussion about the possibility of having two VP's. Deferred to a later date.
- Russell talked about the need for more meeting, to have more structure in our overall communications. 2019 had only a few meetings. Larry mentioned that we are mandated to have the annual meeting.

VI. Board Member Nominations and Vote

Open seat for President

Open seat for Treasurer

Open seats for General Members

- **Board Member Nominees** – Russell Scott, Brandon Crow, Larry Blundell, Linda Bostic, and Brian Tee as General Members. Other nominees are Jenny Kellbach for Vice President and Emily Laird for Treasurer. James called for a motion to vote on General Members, Treasurer and Vice President and then voting on the President. Russell made the motion and Larry seconded. Approve by unanimous vote.
- **Board Nominees for President** – Brandon Crow and James Choate were nominated for the President seat.
- **Votes** – Two votes for Brandon Crow – Three votes for James Choate
- James Choate will be President for 2019-2021
- Jenny Kellbach will be Vice President for 2019-2021
- Emily Laird will be Treasurer for 2019-2020
- Brandon Crow, Russell Scott, Brandon Crow, Larry Blundell, Linda Bostic, and Brian Tee will be General Members 2019-2020

VII. ADJOURNED AT ~8:25 pm

- Russell Scott closed the meeting with a prayer.