



Crystal Knoll Terrace HOA

Board Meeting Minutes

Special Meeting - 03/19/2021

Opening: Special meeting of Directors meeting was called to order at 7:21pm on March 19,2021 by Kathy Gould.

Present

Kathy Gould
Gus Kawell
Andrew Karaffa
William Holland

Kara Kelley (Webmaster)

Approval of Agenda

The below Agenda was discussed and approved by the board.

1. Kathy proposed the motion of HOA fees be waived for 2018,2019. The fiscal year beginning July of 2020 will only be \$50 to be collected. The board passed the motion.
2. The item of the old bank account VeraBank, the board proposed that any previous names of William Marsh, Jeffrey Kylberg be removed from account, the motion passed.
3. The items of adding signers to the new account below names and positions, has passed
 - a. Katharine E. Maynor-Gould, President
 - b. William P Holland, Treasurer
 - c. Christina R Barnett, Secretary
4. The board also put forth that no one person shall have single signing privileges on the bank account, so two signatures on the bank account, Andrew 2nd the motion the motion passed with the vote of 5/5.
5. The proposal of another bank was also addressed by Kathy Gould, First Texas, Wells Fargo, Chase, A+ and Regions Bank. Table the motion for more information obtained and agreed upon in emails. William Holland to follow up with the list of banks brought to suggestions.
6. Kathy Gould brought up the subject of debit cards and motioned that we have 2 debit cards when we determine the bank account , Andrew 2nd.



7. The two cards will go to Kathy Gould and William Holland, Christina Barnett 2nd the cards, the motion passed with the vote of 5/5.
8. The item of bank statements for the old account with Verabank to be accessed by the Treasurer William Holland.
9. Kathy Gould brought the motion for William Holland to have online access to the bank account, and to the new account, Christina Barnett 2nd the motion. The motion passed 5/5
10. The deadline of the 31st of the month of March to decide and open a new bank account by the board and William Holland. Has been agreed upon by all board members.
11. Kathy proposed that we keep the two bank accounts separate, to make sure the old account gets assessed and any legal items worked out , Christina Barnett 2nd the motion. The motion passed 5/5.
12. The board is putting quick books up for consideration for accounting software. The table will be motioned for an email decision.
13. Once we get confirmation from Verabank that Marsh has been removed Kathy will send a certified letter to Marsh and Klyberg informing them they have been removed.
14. Gus brought to the table of bids for mowing services. He is gathering bids from mowing companies to put forth to the board to be decided on at a later date.
15. Kathy brought up the lines by section 2 for mowing areas, that we include it into the pricing for bids of mowing services, Andrew 2nd the motion. The motion passed 5/5.

Additions to the Agenda

-- Andrew went over the lights balance, \$14,000 estimate and the lights that this covered are approximately 30 something lights. Marsh defaulted on the payment plan that he negotiated with GUS.
--Kathy requested the statements for the lights.
--William Holland brought up title companies, we need to make sure the HOA address is registered with the city so we can get the checks for the properties sold.

Items for next meeting

-- Get more information from the city on the lights, Andrew to bring to the next meeting.

Adjournment

The meeting was adjourned by Kathy Gould at 8:45pm on March 19th, 2021. Andrew 2nd the motion.

Minutes Submitted by : Christina Barnett

Minutes approved by : Kathy Gould