



# Crystal Knoll Terrace HOA

## Board Meeting Minutes

### Emergency/Special Meeting - 04/01/2021

**Opening:** Special meeting of Directors meeting was called to order at 6:46pm on April 1st,2021 by Kathy Gould.

#### Present

Kathy Gould  
Gus Kawell  
William Holland  
Christina Barnett  
Later- Andrew Karaffa

#### Approval of Agenda

The below Agenda was discussed and approved by the board.

#### Emergency Items to pay out of the Old Bank account

#### Georgetown Utilities

Kathy will contact Cindy at GUS:

- a. for the exact amount due in full- obtain an invoice that reflects the full amount due.
- b. Ask GUS to waive some of the late fees, which would reduce the amount due to pay in full and find out if there is a reconnect fee
- c. Request future e-statements/invoices be sent to the board email address

Reason: Transfer funds from the old account to the new account to pay the street light bill in full. This will provide transparent tracking of funds removed from the old account to Pay the street light bill in full using the new account. This will show how the transferred funds were used.

Paying the bill in full will also avoid the monthly late fee of \$40.64 we were being charged



To show the new account paid the bill, and then continue to pay the Utility bill out of the new account.

**Noted on the records: Gus Raised concerns on how much of the money has to be transferred, since if there is any reason for the funds to be frozen. How would we be able to have access to the funds in the old account. Kathy clarified that any questions are more directed on where the resale checks went if sent and who cashed them out. Since the statements show all the transactions from the old account.**

--The motion by Gus Kawell is to transfer all of the amount from the old account to the new account, except for the minimum to keep the old account open to continue to investigate the past transactions.

Mentioned, that both accounts belong to the HOA and will be linked to the online account to be viewed by the treasurer.

--Notated on the record that Kathy for the sake of transparency to only take what we need out of the old account to the new account to get the HOA back on track.

--Andrew Karaffa came in at 7:13pm Kathy recapped the discussion for him.

-- Noted that Andrew Karaffa agreed that we need to take care of the lights, we need to move over the money from the account, to take care of the safety of the community. To be able to transfer the money over as we need it for the emergencies.

\*\*Kathy Gould brought the motion of when we are provided the amount needed to true up the balance to the GUS and get the lights turned back on and then to transfer the amount from the old account to the new account. Will transfer funds monthly for the GUS bill from the old account to the new account so that the monthly bill is actually paid out of the new account. The same with the liability insurance amount, transfer out of the old account to the new account. For transparency. Andrew 2nd the motion. All in favor (5/5) motion passed.\*\*

Kathy Gould to reach out to Cindy Pospisil and negotiate the amount to pay off the old balance and will get with William Holland to transfer the amount from the old account to the new account. Within the week.

#### Liability Insurance

\*\*\* William Holland put forth a motion to accept Farmers Insurance quote of the liability insurance out of emergency situations so we are in compliance with the Texas state laws and have required documentation. Also retroactively date the policy to the inception of the new board. Andrew Karaffa . Motion passes unanimously (5/5)\*\*



\*\*William Holland put forth a motion for the cost of the farmers insurance, the exact amount needed from the old account to the new account to pay the cost. Andrew Karaffa 2nd the motion. All in favor, the motion passes. \*\*

#### **Bank Statements Agenda**

William Holland has Dec 2018 statements from the old bank account. All of 2020 and current 2021. There will be two cards for each account. They will be sent to Kathy Gould's address. Need 11 months worth and 2018. Total cost is \$80.

--William Holland motioned to pay the \$80 out of the new bank account. Kathy Gould 2nd the motion. All in favor (5/5)-- Motion passed.

#### **Additions to the Agenda**

#### **Items for next meeting**

#### **Adjournment**

The meeting was adjourned by Kathy Gould at 7:59pm on April 1st, 2021. Christina Barnett 2nd the motion.

**Minutes Submitted by : Christina Barnett**

**Minutes approved by : Kathy Gould**