

Frisco Square HOA Meeting Minutes

Subject	Frisco Square HOA Meeting	Date	September 8, 2022
Facilitator	David Rostcheck (President)	Time	6:00 pm
Location	Virtual (via Zoom)	Scribe	Cathy Scarince (Secretary)
Attendees	David Rostcheck (President), Janet Pollard (Treasurer), Cathy Scarince (Secretary), Sara Dunham (at-large)		
Absent	Cleveland Antoine (VP)		

Key Points Discussed and Action Items

No.	Topic	Action Items
	Call to Order	David called the meeting to order at 6:02 pm.
	Approval of Minutes	DR motioned to approve the August 11 regular board meeting minutes. CS seconded. All approved – motion passed.
Old Business		
1.	Reserve study	The Board discussed the three reserve study proposals and decided that we need to have a spreadsheet completed to compare the three proposals. JP volunteered to do this.
2.	Riser rooms	<p>The Board discussed the proposal from Pro 1 Windows and Doors for replacing 6 doors and trim and replacing trim only on 4 doors. The number is lower than expected. The hardware required for the doors was discussed. The current finish is bronze. The board discussed replacing all the door handles, not just the ones on the new doors.</p> <p>CS will look for a way to purchase all the handles keyed the same.</p> <p>DR will look for a painter alternative to CertaPro, since there were some issues with them when they did some painting in the neighborhood last fall. We need someone to paint the doors and trim after installation.</p> <p>CS will look into new signage for the doors.</p> <p>Vetted never responded to the last request to replace the batteries in one of the riser rooms. The Board discussed the cost to have Vetted continue to replace batteries and if it was something we could do.</p> <p>DR motioned to have the Board will change out the batteries in all the panels every fall. SD seconded. All approved – motion passed.</p>
3.	Treasurer's Report	<p>We have \$144,655 in unrestricted and \$93,351 in restricted for a total of \$238,006. DR asked JP to pull the operating money out of the dollar amount for the NR investments. JP will find out when the CD expires.</p> <p>JP is recommending dues of \$2150 for the 2023 budget. Nearby townhome community HOAs charge \$2600 - \$2800/yr., but also cover the exteriors of the buildings.</p> <p>JP motioned to raise dues to \$2150 for 2023. CS seconded. All approved – motion passed.</p>

4.	Landscaping	Nicole Rogers will ask the landscapers to recommend options for lawns that are too shady to grow grass. The sprinkler box at Library and Clarkson that always floods making testing the backflow preventer a challenge every spring has been dry lately. It may be because a nearby sprinkler system leak has been fixed. The Board will keep an eye on it after watering and rain and see if/when it floods again. The Board discussed the need to find a new landscaper for next year and agreed to start the process now. CS has a landscape recommendation she will send to Nicole. The Board will find two more.
5.	HOA sales tax exemption	DR will send out the link to the information for the 501c4 application. Our application for the TX state franchise tax was rejected, but it was based on a misunderstanding. We have appealed it.
6.	Annual meeting	The Board agreed that the annual meeting will replace a regular meeting. DR will check with CA about his progress in finding a location.
New Business		
7.	Neighborhood rentals	CS asked how we can better track which units are rented. Right now we don't have a process in place. The Board decided to create an annual census through Survey Monkey asking if each unit is rented. CS will create the survey and send it out. The unit owned by Elevate Church is not considered a rental.
8.	Halloween party	The Board discussed organizing a Halloween party for Sunday evening, 10/30. DR and NR volunteered to organize it.
	Adjournment	DR motioned to adjourn the meeting. CS seconded. All were in favor – motion passed. The meeting adjourned at 7:25 pm.

Minutes approved x/xx/22, prepared from notes taken 9/8/22.

Cathy Scarince, HOA Board Secretary