

Frisco Square HOA Meeting Minutes

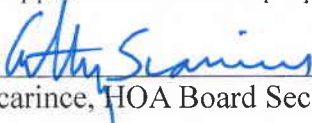
Subject	Frisco Square HOA Meeting	Date	August 17, 2023
Facilitator	David Rostcheck (President)	Time	8:00 pm
Location	Virtual (via Zoom)	Scribe	Cathy Scarince (Secretary)
Attendees	David Rostcheck (President), Cathy Scarince (Secretary), Leticia Rouser (At-Large), David Cameron (Treasurer)		
Absent	Barrett Jackson (Vice President)		

Key Points Discussed and Action Items

No.	Topic	Action Items
	Call to Order	DR called the meeting to order at 8:04 pm.
	Approval of Minutes	DR motioned to approve the July 20 regular board meeting minutes. LR seconded. All approved – motion passed.
Old Business		
1.	Financial	<p>July financials – non-restricted - \$156,726, restricted - \$20,427. Total = \$177,153.</p> <p>DR motioned to move \$60,000 of the non-restricted funds into the reserve fund. LR seconded. All approved – motion passed.</p> <p>LR motioned to change the original motion and to move only \$50,000 of the non-restricted funds into the reserve fund. DR seconded. All approved – motion passed. The extra \$10,000 will be used to hire tree trimmers.</p> <p>The budget for 2024 is in progress and will be presented at the annual meeting in September. DC is preparing this.</p>
2.	Landscape	<p>Tree trimming still needs to be done. Two quotes have been received. Dallas Tree Trim for \$10,550 for full service and \$3800 for just tree trim and Advanced Tree and Shrub for \$20,000.</p> <p>DR motioned to spend \$10,550 for a full service job from Dallas Tree Trim. LR seconded. All approved – motion passed.</p>
3.	Rental Rules Revisions	CS motioned to approve the revision to the leasing rules. DR seconded. All approved – motion passed. CS will contact the lawyers to have the revised rules filed with the county.
4.	Annual Meeting	<p>The annual meeting has been scheduled for September 12. DC will reserve a room at the library when the reservation system allows. DC will send out a message to the neighborhood informing them of the date, time, and location.</p> <p>CS will send out an email to the neighborhood informing them of the date.</p> <p>It was suggested that Mike Campbell send out post cards announcing the date/time/location again this year since it was so effective last year.</p> <p>DC suggested that we have a virtual attendance option as well.</p>

5.	Fire Suppression System	<p>Several major issues have arisen with the riser rooms. 6344 Clarkson was damaged by a leak that was not addressed by Champion despite repeated requests for them to address it. The fire department red-tagged inoperable and, on inspection, also tagged several other systems: 6323 Burnham has a fire panel wiring fault requiring repair, with parts on order (red tag); 6379 Burnham and 8408 Library have records issues (6346 Gordon (misidentified as 6312 Gordon on fire department report) needs an annual inspection tag, and 6379 Burnham and 8408 Library have records issues requiring re-inspection ("yellow tagged without a white tag") related to battery replacements that were done but not white tagged as repaired.</p> <p>We received insurance checks for damage to the 6344 Clarkson room. The checks are \$8000 for refilling the antifreeze system (it was drained by the Frisco Fire Dept. and the antifreeze was not saved) and the drywall repair and brick cleaning, and \$3550 for replacing the Fire Alarm Panel.</p> <p>Champion has informed us that the riser rooms should have expansion tanks and that because we have an antifreeze system, we have the wrong type of back flow preventer and need to get the correct one installed in all rooms. We are also unsure of which type of antifreeze we have in the systems and if it is the type that is now required since September 2022.</p> <p>LR will support CS in following up with Champion regarding questions and repair requests because Champion has been very non-responsive and non-communicative to date, which has led to a lot of issues with the systems.</p>
New Business		
6.	Board Transition	<p>DR and CS are departing the board after the upcoming October election. In preparation DR compiled an HOA work handbook listing activities by role, and centralizing information on Director tools, vendors, platforms, and mentors/advisors. He reviewed this and the HOA work management system (Jira) in the meeting. DR also presented a work analysis showing that HOA work is currently too dependent on the departing members, so the Directors will need to scale down activity and better distribute responsibilities across the board and volunteers.</p>
6.	Pet Waste	<p>The pet waste garbage can in the small park at Short and Cotton Gin needs to be emptied by someone else because the resident that was emptying it has complained about food being thrown in the bin and will no longer empty it. CS volunteered to check on it/empty it next week.</p> <p>DR will send an email to the owner of a unit that is having work done on it to notify them that their workers may be dumping food around the neighborhood, which may be related, and they need to stop.</p>
7.	Social Committee	<p>Paula Campbell has mentioned to board members prior to the meeting that she would like to do an open house at her home around Christmas.</p> <p>Steve Frederickson told the board prior to the meeting that he is planning on having a social event at the Rail Yard some time in late Sept./early Oct. when it will be cooler outside.</p>
	Adjournment	<p>DR motioned to adjourn the meeting. CS seconded. All were in favor – motion passed. The meeting adjourned at 9:45 pm.</p>

Minutes approved 10/19/23, prepared from notes taken 8/17/23.


 Cathy Scarince, HOA Board Secretary

