Frisco Square HOA Executive Meeting Minutes

Subject	**Frisco Square HOA Meeting (Special)**	**Date**	**September 12, 2024**
Facilitator	April Bester (President)	**Time**	6:00pm
Location	Virtual (via Zoom)	**Scribe**	Nicole Rodgers (Secretary)
Attendees	Barrett Jackson (VP), David Cameron (Treasurer), Nicole Rodgers (Secretary), April Bester (President)		
Absent	Laticia Rouser (at-large)		

Key Points Discussed and Action Items

No.	Topic	Action Items
1.	Call to Order	AB called the meeting to order at 6:09pm.
2.	Old Business	NR motioned to approve the 7/23/2024 meeting minutes. AP seconded. Motion passed. Meeting minutes approved.
3.	New Business	2025 Budget - met to discuss 2025 planning based on new vendors and new contracts, increased costs - CMA has provided a draft 2025 budget based on 2024 actuals and remaining expense forecast. Andrea also provided guidance on timelines and HOA required notifications. Annual meeting is next week. 2024 presented challenges for volunteer board members. Time spent on HOA activities is significant and the board continued to explore a property management company. ● Examples of time spent by volunteers: ○ Champion services for the riser rooms maintenance, repair, inspections, invoicing, vetting a new vendor for the rest of 2024-2025, door lock replacements ○ Landscaping - irrigation repairs, sods projects, re-doing sod projects, irrigation repairs ○ Unexpected legal communications specific to a single homeowner and legal fee costs. ○ Administrative activities to maintain the HOA ● AB, BJ and NR met with CMA to see what additional services could be offered to assist with HOA management activities. CMA provided a quote and the board discussed activities they could cover: ○ Compliance ○ Vett new vendors for potential budget savings ○ Assist homeowners via their Customer Service app and work orders for things like landscaping/irrigation, fire suppression activities, etc. ○ HOA Board members remain in charge of all decisions but CMA could offload day to day activities which volunteers just don't have time for.

		○ CMA expenses would go up from $590 to $1300 per month to the HOA. Could represent an increase in homeowner assessment but will be reviewed as part of the 2025 budget process. BJ discussed savings from FSI versus Champion. DC brought up a potential landscaper to obtain a quote from. Discussion ensued and tabled for a future date. NR discussed the need to increase the budget for Landscaping - 2024 budget used 2023 numbers which under funded Landscaping for 2024. NR advised she will pull CMA's draft 2025 budget and create a report which the board can use to analyze impacts to the budget with new vendors and/or rising costs. Recommended the board meeting again in advance of the annual meeting next week and determine more accurate budget numbers so the board can determine if an increase in homeowner assessments are needed.
4.	Board Meetings	Board will meet again on Saturday, 9/14 (time TBD) at 8405 Moore St. (NR's house) to regroup on the 2025 budget.
4.	Adjournment	AB motioned to adjourn the meeting. NR seconded. Motion passed, meeting adjourned at 7:00pm

Minutes approved 12/26/24, prepared from notes taken 9/23/2024.

Nicole Rodgers

_____

Nicole Rodgers, HOA Board Secretary