

**CAMP BRANCH ACRES SUBDIVISION
PROPERTY OWNERS ASSOCIATION
125 W. BIG LAKE RD
TRINITY, TX 75862**

BOARD MEETING

Date: Saturday, August 24, 2024

Time: 9:00 a.m.

Place: Hawg Heaven Center

MINUTES

- **Call to Order:**
 - Kelle Rahm, Chairwomen called the meeting to order at 9:00 am.
- **Roll Call:**
 - Kelle Rahm, Chairwomen called roll the following Board Members were present and a quorum established.
 - Philip Canady
 - Jerry Sullivan
 - Charlene O'Brien, Treasurer via telephone
 - Kelly Harrell, Secretary via telephone
- **Meeting Minutes:**
 - Motion made to accept meeting minutes from 7/27/24 meeting minutes. Discussion ensued. 8/17/24 executive session meeting.
 - Charlene O'Brien and Jerry Sullivan took issue with the meeting minutes.
 1. Feels true intent of FEMA letter was to be sure the POA didn't file another claim from the homeowner's.
 2. Notes should include Jerry's plan to be sent to Hawg Heaven.
 3. Charlene felt "the receipt of treasurer information being reviewed was inaccurate". Treasurer book tabs were reviewed during the executive session if more information is needed Kelly Harrell stated a review of each tab.
 4. Executive session is a brief summary not accurate in regard to little lake was not part of meeting minutes and not part of the meeting minutes as it was a comment in passing prior to the executive session.
 5. Jerry stated he took issue the executive session did not include details about a board members personal Facebook page.
 6. Jerry stated these are bullet points not a summary and feels a detailed summary is needed.
 7. Kelly Harrell the Secretary requested that Jerry and Charlene please forward the requested changes to her via email.
 - Motion made by: Jerry Sullivan to move meeting minutes approval forward.
 - Motion second: Phil seconded.
 - All in Favor no one was opposed.

▪ **Financial Report:**

- Kelly Harrell read the financial report for July 2024.
- Motion made to accept financial report made by:
- Motion second: Phillip Canady
- Charlene Obrien seconded.
- All In Favor no one was opposed.

▪ **Website:**

- Kelle Rahm contacted WIX.
- CBASPOS will need a new domain name to coincide with the legal name.
- Wix 17.00 a month 2 gb 1st year free after 1st year then 24.99 a year Charlene
- Concern from board members about vetting any website provided prior to approving any new website.
- Discussion to obtain new domain but will not move forward with creation of new website until additional vetting can be done.
- Motion made to obtain a new domain name entitled CBASPOA.net: Kelly Harrell.
- Seconded by: Phillip Canady
- All in favor no one was opposed.

▪ **Budget:**

- Discussion on budget and that we should consolidate line items.
 - Discussion on the need to create a general fund line item.
 - Discussion to consolidate Road maintenance and all funds into 1 line.
 - Discussion to move Postage, office supplies, Secretary pay, into a general 637.00 and one road maintenance fund.
- Discussion to change money market to a capital reserve fund.
- Jerry Sullivan suggested adding a line only for capital reserve and leaving the rest of the budget the way it is.
- Motion made to add line item of capital reserve account by Phillip Canady
- Seconded by: Jerry Sullivan
- All in favor no one was opposed.

▪ **Loan Payment**

- Current loan payment is \$6,835.00.
- The board agreed to keep a line for the loan payment.
- Currently over 8,000 in the bank if we made full we would end the year with \$3,129.49 and save 5 months of interest on that money.
- Jerry motion to pay off loan.
- Kelly Harrell seconded.
- All in favor no one was opposed.

▪ **Money Market:**

- Money market has been dormant and discussion that the POA needs to do something with it.
- Discussion that Money market account capital reserve fund should be a separate account. Currently the 2,500.00 in the Money market is liquid.
- Opening a new account for capital reserve would cost us 15.00 to 23.00 a month we have the option to modify the money market account to the capital emergency fund with no charge would have to put 500.00 to start.
- All transactions need to be held for 5 to 7 days.
- Discussion that the 2,500.00 in the money market account should remain in that account.
- Jerry made a motion to modify the money market account and convert it to capital reserve account.
- Kelly Harrell seconded.
- All in favor no one was opposed.

▪ **FEMA:**

- \$750.00 received from members that was a donation from personal money received from FEMA.
- Discussion on whether this should be returned to the owner.
- Motion Jerry Sullivan to return 750.00 to David Simon
- Phil Canady seconded the motion.
- All in favor no one was opposed.

▪ **Deposit Card:**

- Discussion to change the deposit card to a debit card for those items that we can't write a check for.
- Motion to table this discussion at this time Jerry Sullivan
- Seconded by Phil Canady
- All in favor no one was opposed.

▪ **Current Expense Approval:**

- Discussion on lien expenses. Per Charlene these had not been filed and will be \$150.00 each. Discussion to move forward with the liens.
- Approval of Hawg Heaven clubhouse rental for \$50.00
- Motion to approve Jerry Sullivan
- Seconded by Phil Canady
- All in favor no one was opposed.

▪ **Code of Conduct**

- Phil Canady sent a code of conduct to the board for review and signature.
- Jerry states he will not sign the code of conduct as he feels this is a way to get him off board.
- Phillip Canady reviewed and read the code of conduct aloud for everyone in attendance.
- Discussion about the code of conduct continued and Kelle Rahm stated that subjects discussed in executive sessions are not being kept confidential.
- Jerry motioned to the table signing the code of conduct.
- Seconded by Charlene O'Brien

- All in favor no one was opposed.
- **Member Vote and:**
 - Total votes returned: 21.
 - For: 7
 - Against: 14
 - Vote failed.
 - Proposal received to accept vote from Marilyn Seiler
 - Motion to accept Jerry.
 - Second Phillip
 - All in favor no one opposed.
- **Next Board Meeting:**
 - Board Meeting 9:00 am September 21st.
 - Place TBD
- **Open Meeting:**
 - Jennifer Harris: here to protect property owners not the board members
 - Travis Elliott paying Hawg Heaven suggested using church on 356 was flooded and we have used this in the past. This cost us nothing asking the board to make a donation to them.
 - The Mike Harris Code of conduct should be put out to the members to be put in the bylaws.
 - Mike Harris is recording the meeting and wants the information as to what the code is to states he can't post it on YouTube Penal 16.05b. Per Jen stating that her lawyer said if she records it she can legally share it Mike stated he will post this on Facebook and YouTube.
 - Marilyn Seiler states these websites doesn't understand doesn't know the point of it doesn't want to see the negativity doesn't like what is going on.
 - Mike Harris changing a new website recommended that we go with an approved company in business a legal entity and we hire them to manage the website. The current website is being donated free of charge.
 - David Simon never had a Facebook knows more about the peoples personal business campbranchacres.org.
 - Joe Chambers: POA should be to maintain the roads Code of conduct should not say everything has to go through the chairman. Need to be able to get back and forth to your home. Need to stop the petty stuff and focus on the roads. Talk about what we can do and not what we can't do.
- **Adjourn:**
 - Motion to adjourn 11:01
 - Motion made by Jerry Sullivan
 - Second: Philip Canady
 - All were in favor no one was opposed.
- **Executive Session:**
 - Kelle Rahm the Chairman called the meeting to order at 11:08
 - A big problem in the community is the board needs to fix it as it's our responsibility.
 - Facebook page and Website are causing dissention in the community.

- Charlene stated there is a letter being circulated. Kelle stated she got a letter and had been receiving calls.
 - I need to keep POA business POA business and no share details of emails and discussions outside of board meetings.
 - Discussion on property liens
 - Homeowners who have made payments: 4 people have made payments this takes us down from 11 people to 6 people.
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- Meeting Adjourned 11:28