

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

BOARD MEETING MINUTES

Date: Saturday, September 9, 2023

Time: 10:00 a.m.

Place: 164 Lakeside Circle, Trinity, TX 75862

AGENDA

1. Call to Order:

- Kelle Rahm Board Chairman called the meeting to order at 10:03 am

2. Roll Call:

- Board Member Present:
- Bertha Corley
- Kelle Rahm
- Joe Chambers
- Kelly Harrell
- Travis Elliott was not present at the start but did join at 10:10

3. Meeting Minutes:

Reading and Approval of meeting minutes by Kelly Harrell for the following meetings:

- General Meeting-June 10, 2023
- Board Meeting-August 5, 2023
- Special Budget Meeting-August 26, 2023, with Executive Session
 - Decision: In the future all meeting minutes will be sent to the Board members in advance of the meeting for a pre read in order to expedite the approval of the minutes only requested changes to the minutes will be discussed.
 - Decision: All meeting minutes will be sent to any property owners that has an email address Kelly Harrell the Community Liaison volunteered to send the approved minutes out
 - Motion to accept meeting minutes was made by Joe Chambers
 - Seconded by Berth Corley
 - All Board members were in favor with the exception of Travis Elliott who abstained. Motion Carried.

4. Committee Reports:

a. *Treasurer: Acting Treasurer Kelly Harrell*

- Bank balance in checking, Money Market were read.
- All expenses for August were reviewed.
- The loan pay off balance was presented.
- Hard copy balance sheet will be attached to meeting minutes in the future.
- Motion to Accept treasurers report was made by Joe Chambers
- Seconded by Bertha Corley
- All Board members were in favor, no one was opposed.
- Motion Carried.

- b. *Roads: Joe Chambers*
 - No update
 - Travis suggested getting a load of rocks.
 - Kelle Rahm stated the Board previously approved \$1,500.00 in materials for the rest of the year for road maintenance.
- c. *Community Communications: Kelly Harrell*
 - No update
- d. *Fundraising Committee: Bertha Corley*
 - Garage Sale to be held on Nov 11th with a rain date of Nov 18th.
 - Looking for donations for garage sale items and items for an auction
 - Jerry Sullivan to be auctioneer.

5. **New Business:**

- a. *Boat Ramp:*
 - Advised the boat ramp may not be Camp Branch Acres and in fact owned by Polly Ryan
 - Kelle Rahm and Bertha Corley will go to Groveton next week to research.
- b. *Community/street signs*
 - Street signs David Simon sent over information on cost.
 - Kelle Rahm stated she got a quote for \$600.00.
 - There is no money in the budget right now to replace the signs.
 - David Simon, a property owner, agreed to replace one per month at his own cost.
 - The board agreed to let David replace the signs at his own cost.
- c. *Budget:*
 - Need budget for rest of year.
 - Need budget for 2024 that will include \$8,546.00 loan payment.
 - The board agreed budget for 2024 needs to include the full loan payment of \$8,565.00. The Board last year made an additional payment which has brought down the balance owed in Feb 2024, however if the full payment is not made then there was not any savings on the interest.
 - Draft budget is attached.
 - Motion Made by Travis to accept the budget as presented.
 - Seconded by Joe Chambers
 - All Board members were in favor, no one was opposed.
 - Motion Carried.
- d. *Amendment to Raise Dues:*
 - The current budget leaves no money for road funds. If there is a catastrophic event the CBAPOA will not be able to pay for the repairs.
 - Any proposed increase will be sent to all property owners with a copy of the current budget with the POA dues at \$150.00 and a proposed budget with the POA dues at \$200.00 along with a ballot and an explanation of the reason for the increase.
 - The motion was made by Travis Elliott to propose an increase in the dues to \$200.00.

- Seconded by Joe Chambers
- All Board members were in favor, no one was opposed.
- Motion carried.

e. *Secretary replacement/duties*

- Theresa Rhody is the only person who volunteered for the secretary position.
- This term would be until May of 2024
- Duties discussed were:
 - Split the secretary and treasurer duties among 2 people.
 - Proposed Secretary duties:
 - Meeting minutes
 - Newsletter
 - Checking emails
 - Sending out meeting minutes via email to property owners
 - Working with the web master to have the meeting information on Board meeting.
 - Posting meeting notice on the board
 - Treasurer Duties:
 - Sent out statements.
 - Collect dues.
 - Make deposits.
 - Write checks.
 - Prepare monthly financial.
- Motion to adjourn for a five-minute break by Travis Elliott
- Seconded by Joe Chambers
- All Board members were in favor, no one was opposed.

Meeting Called to Order at 11:48

- Travis motioned to table the secretary and treasurer discussion.
- Seconded by Joe Chambers
- All Board members were in favor with the exception of Kelly Harrell who abstained.
- Motion carried.

6. Signatures/authorization for bank accounts

- Charlene O'Brien resigned from her position as Secretary and therefore needs to be removed as a person authorized to conduct business on behalf of the CBAA POA at the bank.
- Motion made by Bertha Corley to remove Charlene O'Brien as an authorized person to conduct business on behalf of the CBA POA at the bank.
- Seconded by Joe Chambers
- All Board members were in favor, there was no one who was opposed.
- Will add Travis Elliott as a 3rd signer on the account.

7. Next Meeting Date

- October 7th 10:00 am
- 164 Lakeside Circle
- Suggested that we need to find a neutral meeting place as everyone is not comfortable going to someone's home.
- Travis will talk to church about the ability to use their facility.

8. Open Discussion (3 min. per person)

- *Kay Sullivan:*
 - Feels the secretary needed to be paid.
 - Board Response: This was discussed in the budget discussion earlier and was already approved as an expense for 2024.
- *Theresa Rhody:*
 - The minutes that we went through today are going to be uploaded to the website because on the website the last meeting note was from March. Also feels the meeting minutes are too detailed and should be shorter.
 - Board Response: Yes, all meeting minutes that were approved today will be uploaded to the website. In addition, they will be sent to any property owner who has an email address on file. The board agrees meeting notes can be of a higher level.
- *Jerry Sullivan:*
 - Feels people have a right to their opinions and I doesn't think it should be removed and restricted unless they're making a physical threat.
 - Board Response: At the last meeting there was a discussion about the Camp Branch Facebook to be made informational only. There was never any discussion about censoring anyone but just that it should be a place to share information rather than discuss information.
 - Camp Branch Facebook is not set up as a page but instead is set up as a friend. Anyone who was added as a friend can make a post as there is no way to review what is posted in advance therefore no one is being censored. Kelle Rahm stated that when the agenda was posted there was a substantial number of comments that were not favorable, and she is reaching out to those who posted their concerns.
 - There are people who are friends on this page that are not recognized as property owners or a family member of a property owner.
 - If Camp Branch wants a secure site, we would need to create a Camp Branch Facebook page that is a private a private group that way somebody can't just put some that has nothing to do with our association.

9. Adjournment

- Motion to Adjourn by Travis Elliott
- Seconded by Bertha Corley
- All Board members were in favor, no one was opposed.
- Motion Carried.
- Meeting adjourned at 12:16 pm

Meeting Minutes:

Submitted to Board of Directors for Approval 10/3/23.

Approved: 10-7-23
Date

Signature: 
Kelly Jester-Harell Interim Acting Secretary

**Camp Branch Acres
Treasurer's Report
As of 09/30/23**

	August Balance of Cash On Hand Checking Account	10,698.79
	Income	
None		-
	Total Income	10,698.79
	Expenses	
9/7/23	Sheco Electric (Auto draft)	9.75
	Total Expenses	9.75
	<i>Balance On Hand Checking</i>	<i>10,689.04</i>
	Cash on Hand Money Market	2,539.09
	Income	
9/5/23	Interest	0.20
	Total Income	0.20
	<i>Balance On Hand Money Market</i>	<i>2,539.29</i>

Loan Pay Off Balance as of 9/30/23

	18,044.86
Next payment Feb 2024	6,835.94
*174.52 interest accrued since last month	

Original Loan taken out 12/6/19	
Original Loan Amount:	40,405.14
Interest Rate 10.5%	
2022 Interest paid	2,046.36
2023 Interest to date	2,212.42
2023 Interest accrued not paid	1,193.43