

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

Approved
1/13/24

CBAPOA BOARD MEETING MINUTES

AGENDA

1. Call to Order:

- The meeting was called to Order at 10:07 called to order by Kelle Rahm

2. Roll Call

- Directors in Attendance
 - Kelle Rahm
 - Bertha Corley
 - Travis Elliott
 - Joe Chamber
 - Kelly Jester-Harrell

3. Approval of meeting minutes from (previously sent):

- Member vote 11/11/23 & 10/07/23 meeting minutes.
 - Motion made by Bertha Corley to accept with no changes the motion was seconded by Travis Elliott. All Board members were in favor there were none opposed. Motion carried.

4. Reports:

- Financial
 - Treasurer report read for October 2023 and November 2023
 - Motion made by Bertha Corley to accept with no changes the motion was seconded by Travis Elliott. All Board members were in favor there were none opposed. Motion carried.
- Roads
 - Travis was contacted by a property owner stating his property was being driven over and felt when repairs were made to the road the turn was made tighter. The property owner is requesting approval to add a few feet to the culvert to make the turn wider at the residents expense. All board members favor that the repairs be made at the owners expense.
 - Road Budget: Clarified that money needed for rock and asphalt was already approved when we approved the budget and can be purchased when it is needed. The only approval needed is if they will need more than what was allocated in the budget.
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- Community Communications
 - Nothing at this time

- Fundraising
 - Community garage sales made 550.00.
 - Live auction will be held at the annual meeting.
 - The committee is actively accepting donations.

5. Old Business: None

6. New Business:

- Must Have a Payment Plan for Dues:
 - Per Tx property code the CBAPOA must have a payment plan. Kelle Rahm read over a draft payment policy. Discussion ensued and the decision was made to offer 2 options either a 3-month or 6-month plan.
 - Discussion over late fees ensue. Kelly Harrell stated the Board had the ability to waive late fees for 2024 and since the dues was just raised this might be something we consider.

Travis Elliott made a motion to waive the late fees for 2024. Bertha Corley seconded the motion. All Board members were in favor there were none opposed. Motion carried.

Travis Elliott made a motion to accept the payment plan as read Bertha Corley seconded. All Board members were in favor there were none opposed. Motion carried.
 - Treasurer duties will be amended to include Management of CBA POA Payment Policy.

- Bank Card/Electronic Payments:
 - CBAPOA has the ability to accept electronic payments through our bank. Several questions were raised regarding what this would like and would we be able to accept payments through Zelle, PayPal etc. Kelle Rahm will obtain more information from the bank, and we will review it at the next meeting.

Motion made by Travis Elliott to table discussion until more information can be obtained from the bank on the process was seconded by Joe Chambers. All board members were in favor and there were none that were opposed.

- Website Policy:
 - Texas Property code 207.007 requires the Board to maintain a website. The Board will maintain the website and we will have 2 administrators that will be Kelle Rahm and Travis Elliott.

- Community Newsletters:
 - Kelle Rahm and Travis Elliott will be responsible for finalizing the newsletter. Once completed this newsletter will be included with the yearly statements.

- Polly Ryan Residents Road Contribution:
 - Polly Ryan has no legal obligation to pay our POA dues. Discussion ensued and Travis stated he will reach out to a few Polly Ryan residents to see if they would be willing to contribute to the road fee. There are about 8 residents from Polly Ryan that currently use the roads only.

- Expenses to be Approved:
 - Kelle Rahm presented an expense for reimbursement of the filing fees she has put forth on behalf of the POA.

Betha Corley made a motion to approve the reimbursement to Kelle Rahm. Travis Elliott seconded the motion. All board members were in favor there were none that were opposed.

7. Next Meeting Date: January 6th, 2023

8. Open Discussion (3 min. per person)

- Tim O'Brien: Roads/Loan
 - Would like to see more community involvement in the repair of the roads.
 - Suggest the board makes monthly payments on the loan to decrease the principal.

9. Adjourn:

- Bertha Corley made a motion to adjourn the meeting. The was seconded by Travis Elliott. All board members were in favor, but none were opposed. Meeting was adjourned at 11:53