

CROWN OAKS PROPERTY OWNERS' ASSOCIATION

MINUTES OF THE 2024 ANNUAL MEETING

October 23, 2024, at 6:30 P.M.

Montgomery Community Building, Montgomery, TX 77316

ORDER OF BUSINESS

1. Call to order

Due to notice of the meeting having been given and a quorum of Directors being present, the meeting was called to order at 6:39 PM. The President, Chris Carlson, presided and the managing agent assisted in recording the minutes.

2. In Attendance

Debbie Heaton represented the managing agent, IMC Property Management. There were 18 homeowners present.

3. Establish a Quorum

A Quorum of the Directors was present and a Quorum of the Members was present for the limited purpose of electing 3 new Directors. However, the size of the Quorum of Members did not permit any other official business to be conducted at this meeting and as a result it was announced that the Board would present and vote on the 2025 budget at the regular meeting of the Board to commence immediately following adjournment of this Annual Meeting.

4. Introductions

The current Board of Directors and Committee Chairs were introduced.

Directors Present

Chris Carlson, President
Rick Schissler, Vice President
Brandon Parker, Secretary & Treasurer
Jim Stanczak, Director
Natalie Littlejohn, Director
Craig John, Director

Directors Absent

Shaun Lawton, Director

5. Approve Previous Annual Meeting Minutes

Having already been approved by the Board via email vote on 6/13/24 for posting to the community website, the 2023 Meeting Minutes were ratified.

6. President's Report

Chris Carlson highlighted a few of the improvements and projects completed in Crown Oaks over the past year (summary attached).

7. Financial Status

Due to the limited scope of the meeting, review of the financials was delivered in the regular meeting of the Board.

8. Committee Reports

Reports by committee chairs were delivered in the regular meeting of the Board.

9. Board of Directors Election

- a. Elect 3 Board of Director Positions for 3-year terms
- b. Candidate Introductions – There were 3 open Director positions to fill and 3 candidates for those positions. The candidates in attendance spoke of their background and plans to help the community if elected.
- c. Nominations from the Floor – None were made.
- d. Ballots were collected from the floor and added to the electronic ballots and the election results announced.

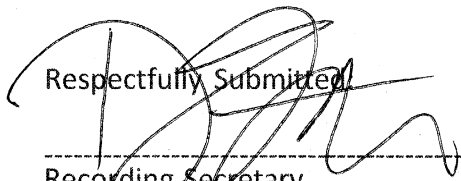
Rick Schissler III, Brian Crook and Danny Wilson were elected for 3-year terms.

10. Owners' Forum

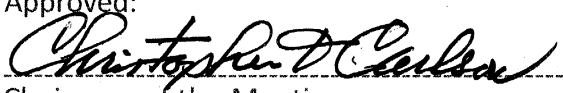
The Owners' Forum was postponed until the immediately following regular meeting of the Board.

11. Adjournment

At 6:48 PM Chris Carlson asked for a motion to adjourn the meeting, Rick Schissler made the motion seconded by Jim Stanczak seconded and the motion carried.

Respectfully Submitted,


 Recording Secretary
 Debbie Heaton

Approved:


 Chairman of the Meeting
 Christopher T. Carlson

11/20/24

 Date

2024 ACCOMPLISHMENTS FOR CROWN OAKS

BOARD OF DIRECTORS REPORT

Although the Board was short-handed this year, a number of important projects were completed. Capital projects were delayed until Q4 to afford time for the CD investments to mature and to establish the annual paving cost. The Board is pleased to present the following list of accomplishments and improvements made to Crown Oaks during 2024.

FINANCIAL STEWARDSHIP

- Delayed annual paving and other capital projects to invest in CDARS earning for the association over \$27K BFIT
- Recovered \$73,300 in accounts receivable
- Continued monthly financial review meetings with IMC
- Removed from the monthly utility bill a meter through which no water has ever flowed, but for which we've paid a meter fee for over 20 years (every penny counts)

COMMUNITY COMMUNICATIONS

- Continuing uploads of new information to the community website
- Promptly publishing BOD meeting minutes to the website
- Continuing the community-wide newsletter

INFRASTRUCTURE IMPROVEMENTS

- Total revamp of sprinkler system
- Front landscaping improvements
- Filled 33 potholes and stabilized 4 washouts
- Crown Park
 - Graded and seeded the grounds inside the wrought iron fence
 - Purchased a new trash receptacle
 - Repaired vandalized wrought iron park fence at crown park
 - Added walkway to the play structure

RENOVATIONS AND REPAIRS

- Executed contract to pave 1.5 miles of Majestic Dr. (Nov. 3 start date)
- Majestic Park
 - Exterminated the leaf-cutter ant colony
 - Removed 8 dead trees
 - Replaced gate hinges on the fence
- Repaired lanterns and replaced defective light bulbs at the back gate.
- Replaced 27 non-functioning street lights

NUMEROUS MISCELLANEOUS REPAIRS

- e.g., broken sprinkler lines, cable fence repairs, installation of stolen road signs, repair of entrance electrical problems, park fencing repairs

