

Potranco Ranch Homeowners Association, Inc.
Board of Directors Meeting Minutes
December 18, 2017

Board Members Present:

Michael Ingersoll & Megan Earl & Mary Hoyt

Board Members Absent:

None

Management Representatives Present:

Rodney Herrera, Managing Agent

Location:

15720 Bandera Road, Helotes, TX 78023

Call to Order:

The meeting was called to order at 10:06 am by Rodney Herrera

Verification of a Quorum:

A majority of the board is in attendance; a quorum was met.

1. General Membership Comments:
 - a. No owners requested to speak and no owners attended the meeting
2. Old Business:
 - a. None
3. New Business:
 - a. Approval of prior board minutes, there was a motion a second. Minutes approved as written.
 - b. Appointment of Officers – A discussion took place regarding the Officers for the
President – Michael Ingersoll
Treasure – Mary Hoyt
Secretary – Megan Earl
A majority of the Board approved the motion.
Annual Assessment – A discussion took place regarding the annual assessment and left as is
 - c. 2018 Budget Review & Vote – DAMC submitted an operating budget based on 12 months of actuals. The Board reviewed and made the following changes: Increased Legal/Professional to 2500.00; increased force mow to 1000.00; Combined Holiday Lighting and Committee to 2000.00 Increased NNO Fund to 2000.
 - d. Annual Meeting Follow Up Review Membership Concerns – Spoke regarding the homeowner concerns over the Backflow covers.
4. Executive Session – The Board went in to executive session and a discussion took place regarding properties that were not in compliance. The Board exited executive session and announced an overview of what was discussed.
5. Adjournment – With nothing further to discuss a motion was made, seconded and all approved to adjourn the meeting. The meeting was adjourned at 11:35 am

Respectfully Submitted by:

Rodney Herrera; managing agent, on behalf of Association Secretary