

Quail Estates Homeowners Association, Inc.
Harker Heights, TX

Board of Directors Meeting NOTICE

January 22, 2018

Dear Member:

The Board of Directors of the Quail Estates Homeowners Association, Inc., Harker Heights, Texas have scheduled a Board of Directors Meeting.

Date: Tuesday, January 30th, 2018

Time: 5:30 PM

Address: 3609 Blanco Drive
Harker Heights, TX 76548

An Agenda has been attached for your review.

Communication from members:

During **Open Forum**, each attendee who signs up prior to the meeting starting, may address the board for up to three minutes. (*State your name for the minutes before you begin speaking.*) A director may briefly respond to statements made or questions posed. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. Speakers and attendees must observe rules of decorum and not engage in other disruptive behavior. If speakers or attendees becomes disruptive, they may be expelled from the meeting.

Current Board of Directors

<i>Sandra (Sandy) Burdette</i>	<i>President</i>	president@quailestateshh.com
<i>Ray Nauta</i>	<i>Vice President</i>	vp@quailestateshh.com
<i>Shannon McRae</i>	<i>Secretary</i>	qecdirector@yahoo.com
<i>Amanda Slay</i>	<i>Treasurer</i>	treasurer@quailestateshh.com
<i>Shannon McRae</i>	<i>Committees Director</i>	qecdirector@yahoo.com

Community Manager

<i>Julie Wright</i>	<i>RealManage</i>	QUAILEST@CiraMail.com
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This Agenda is a DRAFT and the content is subject to change

Quail Estates Homeowners Association, Inc.

Harker Heights, TX

Board of Directors Meeting

January 30, 2018

5:30 PM @ 3609 Blanco Dr., Harker Heights, TX 76548

AGENDA

- I Call to Order
- II Roll Call
- III October 20th, 2017 Minutes Approved via email; Motion to approve- Amanda Slay /Shannon McRae 2nd
- IV Financial Report
 - Operating Account
 - Reserve Account
 - Past Due Assessment Amount
- V Business
 - Inventory Status
 - Pergola Maintenance
 - Annual Meeting
 - i. Payment
 - ii. Amendment(s)
 - iii. Guest Speaker
- VI Committee Update
 - Landscape (new contract review & ditches)
 - Social (Events, Website, Newsletter)
 - ACC
 - Website
- VIII Communication from Members: (Limited to 3 minutes each. *Members who signed up prior to the beginning of the meeting may speak. Members may not transfer their time & all information will be taken under advisement. Members must state their name for the minutes.*)
- IX Executive Session

Note: This will be closed session not open to owners to consider actions involving personnel, pending or threatened litigation, contract negotiations, enforcement actions, confidential communications with the property owners' association's attorney, matters involving the invasion of privacy of individual owners, or matters that are to remain confidential by request of the affected parties and agreement of the board. Decisions made will be summarized orally and placed in the minutes in general terms without breaching privacy.
- X Adjournment

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