

# MISSION MANOR

Homeowners Association, Inc.  
1571 Gastel Drive  
Mission, Texas 78572

## Minutes November 30, 2023

The meeting was called to order by Vice-President Leal at 5:43 P.M. at 1813 N. Gastel Circle. Those in attendance were board members Lino Leal, Elaine Botelho, Pam Bond, Jaine Weaver, and Alma Garza. Due to illness, Director Botelho made the motion that President Oscar Alvarez be allowed to participate by phone. Motion was seconded by Director Clary. Motion carried. President Alvarez participated by phone. Residents/Owners in attendance were Mike Botelho, David King, Belinda Leal, Tom Retka, Veronica Garza, Jana Irby, and Blanca Salinas.

The minutes of the October 19, 2023, were approved by a motion made by Director Clary and seconded by Director Weaver. Motion carried.

### Treasurer's Report

Director Bond reported a balance of \$15,689.32 in the checking account and \$22,067.29 in savings.

### Public Comments by Membership

Rental Property Discussion – The discussion of this topic from the October 19 meeting was continued. There are currently a total of sixteen rentals in the HOA. Rentals are defined as non-owner occupied homes. Owners/residents participating in this discussion were Tom Retka, Jana Irby, Veronica Garza, Belinda Leal and Alma Garza.

Welfare Committee – Director Weaver reported several of the single owners have returned for the winter and contact is being made to inform these residents the availability of the Welfare Committee.

Neighborhood Watch – No Report. This committee has two vacancies. Anyone interested in serving on this committee should contact Lupe Aimaguer.

Remodeling/New Building Discussion – David King presented a verbal estimate of a new building of \$35,000. This would be with the HOA appointing a building committee to act as general contractor.

### Financial Secretary's Report

There are two houses on the market for sale. They are 1710 E. Gastel Circle and 1581 S. Gastel Circle. Contact has been made with both realtors.

Transfer fee from the sale of 1612 Lakeside Dr. has been received.

The Dues Notice, Occupancy Form and Pet Survey have been mailed.

### Status on Pools and Grounds

The pool is open. The spa has had a strong chemical odor, possibly caused by the bromine tablets currently being used. The pond is full.

### A.C.C. Report

No applications have been received during the past month.

### Board and Other Unfinished Business

Rental Policy – The policy is still being drafted. The draft is to be received by the Board for submission to residents by December 14.

Nominating Committee - Director Clary has received one verbal commitment and two maybes to run for the board of directors. There are four open posts. The current directors have not been contacted for a commitment. The Deadline for written commitment is December 14. Write-in candidates will be accepted at the annual meeting.

### **Other Business**

The Christmas Party will be on December 16, 5:30 – 8:00 p.m. New, unwrapped toys are being accepted. The drop box is in the ladies' room at the Pool House. Any monetary donations can be taken to Director Botelho or will be collected on the day of the party.

Additional Board Meetings are scheduled for December 14, December 28, January 11, January 25, and February 1. These additional meetings are to approve ballots and proposed budget to be mailed the 1<sup>st</sup> of January and to track receipt of dues and occupancy forms. They will also be used as planning sessions for the annual meeting February 3.

Signs – The sign committee will work with Director Leal to coordinate the placement and installation of the signs.

The budget committee is comprised of Directors Leal, Clary, Bond, and Botelho. The first meeting will be held December 7.

### **Adjournment**

The motion to adjourn the meeting was made by Director Bond and seconded by Director Weaver. Motion carried.

The meeting was adjourned at 6:28 p.m.

Board meeting is scheduled December 14, 2023.