

MISSION MANOR

Homeowners Association, Inc.

1571 Gastel Drive

Special Meeting

1620 Lakeside Dr.

May 9, 2024, 5:00 p.m.

The meeting was called to order by President Alvarez at 5:04 p.m. Those attending were board members Oscar Alvarez, President; Linda Tweet, Financial Secretary; Pam Bond, Treasurer; And Janie Weaver, At-Large. Residents attending were Mary Clary, Mike Botelho, Janie Ponce, and Elaine Botelho. Board members absent were Connie Garza, Secretary, and Alma Garza, At-Large. In the absence of Secretary Connie Garza, Director Bond made the motion to allow Mary Clary to act as recording secretary. Motion was seconded by Director Tweet and motion carried.

Notices of this Special Meeting were placed on the website and on the noticeboard at the pool house in a timely manner.

Board Vacancy –

In response to the vacancy notice posted on the website and the notice board, President Alvarez received one application submitted by resident Mr. Hal Foraker to fill the declared vacancy on the Board of Directors. Director Tweet made a motion to accept Mr. Foraker's application and appoint him to fill the vacancy left by Gloria Galvan. Director Bond seconded the motion. Motion carried.

President Alvarez asked that all board members stay in their current positions and that Mr. Foraker be appointed to the position of vice-president. Director Tweet made a motion that Mr. Foraker be appointed to the vice-president position and that all other board members retain their current positions. Director Weaver seconded the motion. Motion carried.

Pool/Pond Report – David King

President Alvarez reported he has received notice from David King that as of May 15, he would retire as volunteer to help maintain the pool and common areas.

Director Bond met with Mr. King to go over his duties at the pool. Director Bond, along with residents Mary Clary and Elaine Botelho toured the facility and took inventory. President Alvarez requested this be on the agenda for the next regular board meeting.

Building Update –

Janie Ponce, Chairperson ACC, advised the Board that the first installment has been paid to the contractor. Ms. Ponce gave the board a schedule of work to be done and payments to be made.

Rental Control Committee –

President Alvarez would like the Board to create a committee to oversee the rental properties. The committee's responsibility would be to make sure that all rentals are complying with the rental policies adopted at the 2024 annual meeting. Director Tweet made a motion to create a rental committee and Director Weaver seconded the motion. Motion carried.

Executive Session - President Alvarez announced the Board would go into Executive Session to discuss delinquent payments of HOA and special assessment payments by specific Association members at 5:27 p.m. The executive session was adjourned at 5:45 p.m.

Open Session was immediately called to order.

A motion was made by Director Tweet and seconded by Director Weaver to instruct the attorney to send delinquent letters to residents identified in the Executive Session who have not paid HOA dues and/or special assessment payments. Motion carried.

A motion was made by Director Weaver and seconded by Director Bond to adjourn. Motion carried. The meeting was adjourned at 5:55 p.m.

Oscar Alvarez, President

Connie Garza, Secretary

Hal Foraker, Vice-President

Pam Bond, Treasurer

Linda Tweet, Financial Secretary

Alma Garza, At-Large

Janie Weaver, At-Large

Next Regular Meeting - May 16, 2024 – 5:00 p.m. – 1620 Lakeside Dr.