

# MISSION MANOR

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

## Minutes September 22, 2023

The meeting was called to order by President Alvarez at 5:30 P.m. at 1813 N. Gastel Circle. Those in attendance were board members Oscar Alvarez, Lino Leal, Elaine Botelho, Pam Bond, Mary Clary, Janie Weaver, and Alma Garza. Residents in attendance were Mike Botelho, David King, and Belinda Leal.

The minutes of the August 24, 2023, were approved by a motion made by Director Leal and seconded by Director Bond. Motion carried.

### Treasurer's Report

The current checking balance is \$19,818.31 and the savings balance is \$22,048.86.

### Public Comments by Membership

Welfare Committee - Director Weaver reported that several of the residents that have been contacted have families in the area to help to see to their needs. The focus of the welfare committee will be the residents that have no one to assist them in case of emergency.

Neighborhood Watch – No Report.

Budget Committee – The Budget Committee will be comprised of Directors Bond, Clary, and Botelho.

Remodeling/New Building Discussion – David King presented the Board with drawings of his proposal for a new building. Three contractors will be contacted to submit bids for the completion of this proposal.

### Financial Secretary's Report

1606 Iowa – Has been rented. Paperwork has been received and is in good order.

1577 Gastel Drive – Has been sold. Processing paperwork

1823 North Gastel – Has been placed with a realtor. The realtor has been provided with required paperwork.

All transfer fees on properties that are closed have been paid.

### Status on Pools and Grounds

We have received credit for the pump motors that were ordered in April. The new pumps were ordered and have been received.

The heat exchanger for the spa has been repaired. The spa has been drained, cleaned and refilled and is ready for use.

### **A.C.C. Report**

No applications have been received during the past month.

Yard maintenance – A certified letter was sent to the owner of 1707 E. Gastel Drive and has been returned. Ms. Ponce will try to contact the owner by phone.

### **Board and Other Unfinished Business**

#### **Rentals and Short-term rentals**

President Alvarez will contact Mr. Joseph Preston, attorney, regarding formulating rental policies for the Association that conforms with local and state requirements.

#### **Other Business**

Labor Day Party – Most of the food and supplies were donated for this gathering. Mr. Freddy Salinas volunteered to do the cooking. The hamburger sliders, hot dogs, and desserts were enjoyed by all attending. The Wynnejammers Band provided the music. Thanks to all who donated, helped with set up and cleanup, cooking and attended.

#### **Adjournment**

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

The meeting was adjourned at 6:30 p.m.

There will be a Board Workshop for the purpose of working on the annual meeting the first part of November.

The next formal board meeting will be October 19, 2023, 5:30 p.m., 1618 E. Gastel.