

Mission Manor Homeowners Association, Inc.

1571 Gastel Drive Mission, Texas 78572

Meeting Minutes

Location: 1618 E. Gastel Cir. / Date: February 9, 2023 / time: 4:30 p.m.

Directors present: Oscar Alvarez, President; Lino Leal, Vice-President; Mary Clary, Financial Secretary; Elaine Botelho, Secretary; Pamela Bond, Treasurer; Alama Garza, At-Large; Rita Starkweather, At-Large. Newly elected director Janie Weaver was also present.

Others present: David King, Pool Chairman; Michael Botelho, ACC representative; Belinda Leal.

President Alvarez welcomed Janie Weaver as the newest Board member. Ms. Weaver was elected at the Annual Meeting February 4, 2023. Her term will take effect April 1, 2023.

Re-Organization Board of Directors for Upcoming Year

Director Botelho presented a proposal for the reorganization of the Board effective April 1, 2023. Director Botelho made the motion for the Board organization to continue as President – Oscar Alvarez; Vice-President – Abelino Leal; Financial Secretary – Mary Clary; Treasurer – Pamela Bond; Secretary – Elaine Botelho; At-Large – Alma Garza; At-Large Janie Weaver. The motion was seconded by Mary Clary. Motion carried.

Public Comments

President Alvarez noted there has been a vehicle parked within ten feet of a mailbox. The City Code states that is not legal unless it is a holiday or weekend. The white truck has been parked in front of the cluster of mailboxes on Rio Drive. The owner of said truck is known to the Board of Directors. Director Leal is to call and talk with the owner.

January 12, 2023, Board Meeting Minutes Approval

Director Bond made a motion to approve the minutes of the January 12, 2023, meeting. Mary Clary seconded the motion. Motion carried.

Treasurer's Report

Director Bond reported a bank balance of \$71,513.77. There are two properties that have not paid the dues. Director Garza is assisting Director Bond in collecting at least one of the delinquent payments. The remaining property owner has historically paid their dues in June. Director Bond requested a letter be drafted that reminds the owner of fees and penalties that will be assessed to the amount due. There was a discussion of needing to present the approved payment plan at the same time the delinquent notice is sent out.

Financial Secretary Report

Director Clary stated she had been contacted by a realtor concerning the property for sale on South Gastel. The realtor indicated an offer had been made and was requesting the

forms required by our Association. The realtor has provided information that the purchaser does meet the HOA requirements for residency.

There are still Occupancy Forms outstanding. Director Clary has given a list to Director Leal so he can assist in collecting these forms from owners.

A.C.C. Report

Janie Ponce is currently the only member of this committee. Rita Starkweather will return to the ACC at the end of her term on the Board of Directors. There is still a vacancy for this committee.

Former ACC committee member, Michael Botelho, presented a report from Ms. Ponce that no applications have been received during the past month.

Status on Pools/Grounds Report

David King reported that the massive leak in the spa has been repaired with aid of Vince Ewasko. Another leak has been found in the jets and it is Mr. King's recommendation to cap off the jet that has the leak. There would be two jets operational.

The discussion continued concerning the conversion to saltwater for the pool. At the annual meeting, member David Solis suggested a committee be formed to research this topic and report the findings at a Special Meeting of the membership.

Questions presented to Mr. King regarding the conversion were about the bromine for the spa. The spa would not be affected by any conversion of the pool to saltwater. Bromine would still be used to sanitize the spa. There would not be the use of as much chlorine in the pool. The equipment utilized in this process converts water softening salts into chlorine. It is not as corrosive as using the chlorine tablets in our current operation. The equipment is purchased online and would cost \$2,100. Our current pool company would do the installation at a cost of \$100.

Grounds: Mr. King also reported Leo and Juanita Vasquez have taken care of the plants and shrubs surrounding the pool in the past. They seem to have lost interest. He proposed the Board hire Ray to go into the pool area and do some cleanup.

Director Leal has been talking to a pond company concerning the smell around the pond area. Director Bond reported she had been in contact with the company that supplies the muck blocks that are used in the pond to keep out algae. Six blocks were received in December. The company will get the remaining six blocks when the manufacturer resumes business.

Annual Meeting Report

There were 56 properties represented at the Annual Meeting. Twenty-two of these were proxies.

There are two committees that need to be established. The first is a welfare committee to check on individuals who live alone and might need assistance. The Neighborhood Watch Committee is already in place and might be a good fit for this. President Alvarez and Director Garza would help in this endeavor. Also, a committee to help set up a policy and reporting form for pet owners. Association member Bonnie Bloczynski would be a possible chairperson for this committee as well as one board member and one other resident.

The concerns voiced by Lois Graham have been addressed by Director Leal. In the future, these questions should be submitted in writing and submitted to the Board.

Pool Keys

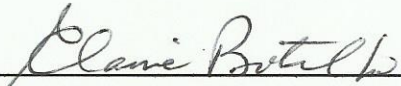
A resident recently moved into a house in which the owner had not left a key to the pool and common area. There is a \$25.00 fee to replace pool keys. The question posed by Director Clary is should this also apply to new residents. This will be further addressed at the next Board meeting.

Adjournment


Director Leal made the motion to adjourn this meeting. Director Clary seconded the motion. Motion carried. The February 9 meeting was adjourned at 5:30 p.m.

The next meeting will be held March 16, 2023, 4:30 p.m. at the home of Mary Clary.

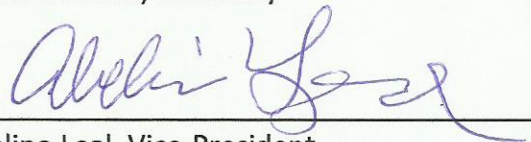
Respectfully submitted,



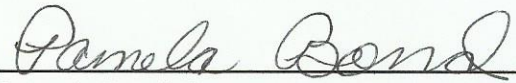
Elaine Botelho, Secretary



Oscar Alvarez, President



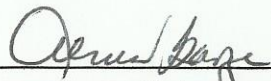
Abelino Leal, Vice-President



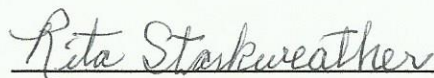
Pamela Bond, Treasurer



Mary Clary, Financial Secretary



Alma Garza, At-Large



Rita Starkweather, At-Large