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# Mission Manor

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

## Minutes of the Meeting of the Board of Directors January 14, 2025

The monthly meeting of the Board of Directors was called to order at 5:02 PM in the Community Room of the Association.

Those attending were: Oscar Alvarez, President; Hal Foraker, Vice-president; Pam Bond, Treasurer; Linda Tweet, Financial Secretary; Janie Weaver, Director-at-large; Alma Garza, Director-at-large; and Elaine Botelho, Recording Secretary. Residents Mike Botelho and Tom Retka were also present.

President Alvarez welcomed everyone to the meeting.

### **Minutes**

The minutes of the meeting of December 19, 2024, were approved by a motion made by Director Tweet and seconded by Director Weaver. Motion carried.

### **Treasurer**

Resident, Tom Retka has been in contact with President Alvarez and asked to make a presentation to the Board. Mr. Retka provided a short history of the previous website which the then Board, of which he was member, chose to create using a sub-domain and the reasoning for including the Board minutes and financials on that site.

The current website was created using a unique searchable domain to replace the original when it was determined that the sub-domain format would not meet the requirement that the website be generally accessible.

It was explained that our computer, which is 6 or 7 years old, had experienced recurring problems during the year. In particular, the program that produced the referenced reports had crashed on several occasions and, even with the help of Geek Squad, was unable to reproduce the line-item reports normally posted online. During this time, the Treasurer made manual entries to produce the reports provided to the Board.

The Board was reminded that posting financial reports online was begun as a courtesy to the membership and is not required by law. Several of those present were of the opinion that placing our financial information online could expose the Association's finances to potential threats from bad actors who frequent the internet.

It was proposed that the Board consider authorizing the placement of information such as board minutes and financials behind a "members wall" which would require a password available only to our members. Those present expressed a favorable interest in this idea. Mr. Botelho, as webmaster, has been working on this idea and was asked to make a report at the Annual Meeting.

This matter was recently resolved by the purchase of a new computer which includes an updated and supported bookkeeping program.

Treasurer Bond reported on the current balances as:

Regular checking	- \$20,152.91
Savings	- \$10,670.66
Building acct.	- \$ 1,042.49

Recording Secretary Botelho presented a reminder letter to be sent to those who had not paid their current dues and asked the Board's permission to send the letter. The Board requested the letter be sent as soon as possible. Director Bond is to provide a list of those dues that remain unpaid.

### **Committees**

**Welfare Committee:** There are 31 single ladies and 13 single men. Director Weaver will continue contact with single residents.

### **Financial Secretary**

Sales reported: 1 1608 E. Gastel

Homes for sale: 6 1553 E. Gastel; 1581 S. Gastel; 1614 Iowa; 1702 Iowa; 1714 Iowa;  
1814 N Gastel

Homes for rent: 4 1581 S. Gastel; 1702 Iowa; 1704 Rio; 1710 Rio

1612 Lakeside has a new renter. Director Tweet is waiting for paperwork to be completed.

The owner of 1800 N. Gastel is using the property as a guest house.

### **ACC Report**

No forms submitted.

### **Pool and Grounds**

A new heater for the spa has been installed. There is still an issue with timers.

A non-member, other than the lawn service, was seen pulling weeds and cleaning around the pond. This is a definite liability for the Association and should be discouraged by the Board and Association residents.

A letter was received from resident Alberto Chapa concerning a meeting with the Water District. The letter outlined the options the Association has concerning acquiring water for the pond. One option is to purchase water rights from an individual willing to sell a portion of their rights at a cost of \$2,500 to \$3,000 per acre. The second option is to purchase water when needed from an individual who has water rights in the district and is willing to sell a portion of their rights. When available, the cost is about \$60 for one acre foot and \$30 for the water district to deliver the water to the pond.

### **Unfinished Business**

Status of Liens - The information has been provided to the attorney concerning the two outstanding 2024 HOA Dues. President Alvarez will follow up on the status of those liens.

A workshop to prepare for the 2025 annual meeting will be held January 29, 2025, 4:30 p.m.

The required 1099 forms have been filed for the year 2024. Property taxes have been paid.

Director Bond reported that the accounting firm the Association has been utilizing is closing. The Association will have to secure the services of another accounting firm for next year's filing.

Board of Directors Meeting January 14, 2025, minutes  
PAGE 3

### **Adjournment**

There being no further business on the motion of Director Bond, seconded by Director Weaver, and carried, the meeting was adjourned at 6:22 PM.

Next meeting:

Workshop – January 29, 2025, Community Building, 4:30 PM.

Annual Meeting – February 1, 2025, Speer Memorial Library – 1:00 PM