

# Mission Manor

Meeting Minutes

Pool Area

Mission, Texas 78572

November 11, 2021

MMHOA President, A. Malhotra, called meeting to order at 8:02 am.

Members attending: A. Malhotra, P. Bond, A. Tunseth, D. Solis, B. Salinas, N. Ewasko and Mendy Dye. T. Retka and D. King also attended.

1. Welcome: MMHOA President, A. Malhotra welcomed everyone.
2. Community issues: There were no community issues.
3. October 21 Minutes Approval:  
Meeting minutes were read by all members. P. Bond motioned to approve the minutes and D. Solis seconded the motion. Motion carried.
4. Today's Agenda Approval:  
The proposed agenda for today's board meeting was presented to all board members in attendance. David Solis asked to add "Other Business" under New Business heading, as point "6 h". A. Malhotra motioned to approve the proposed agenda. N. Ewasko seconded the motion. All the 7 board members present approved the agenda unanimously. Motion carried.
5. Treasurer's Report: Bank balance on November 11 is \$41,338.42.
6. Pending Updates:
  - a. Home Sales:  
There are 2 properties for sale: 1700 Rio Drive and 1612 Iowa Street.
  - b. Weeding around the pond:  
D. King volunteered to give a list of vendors to A. Malhotra. M. Dye volunteered to help A. Malhotra to communicate with the vendors in case they do not speak English. This issue will continue to be discussed.
  - c. Bid for dead Tree by pool entrance:  
A. Malhotra talked with a vendor named Alonso Robert. He informed that this vendor has the appropriate equipment for the job and that this vendor

did a similar job for him, which can be used as reference. Vendor gave an estimate of \$350. A. Malhotra motioned to approve \$350.00 as payment to remove the dead tree. N. Ewasko seconded the motion. All board members approved the motion. Motion carried.

d. Pool Fence Repair:

D. King informed that this repair is completed. Everybody thanked him for his work and his time in doing this for the community.

e. Pool Plants project:

M. Dye asked where the plants will go and what kind of plants will be bought. Some board members explained that the plants will replace four dying plants and that each planter has its own water feeder. A. Malhotra motioned to approve \$100.00 for this project. D. Solis seconded the motion. All board members approved the motion. Motion carried. P. Bond will call J. Vasquez who has volunteered to do this project for the community.

f. Progress on Annual Dues Statements Mailing:

D. Solis, T. Retka and B. Salinas will review all information for accuracy on:

1. Occupancy forms
2. Dues Invoice form
3. Labels

A. Malhotra will revise the President's Letter.

All forms will be sent to Post Net for printing on Nov. 29. P. Bond asked T. Retka for information on end of the year procedures to prepare for the auditing procedures and next year budget.

7. New Business:

a. Role and Training of M. Dye (Financial Secretary):

M. Dye would like to continue be part of the board of directors. She asked if she could take this time to observe and learn more about how the board works before taking over the "Financial Secretary" duties, therefore she asked if she could be an "At Large board Member" until next term. A. Malhotra Asked D. Solis if he would continue to be the "Financial Secretary" until the end of this term. A. Malhotra motioned to approve D. Solis to continue as "Financial Secretary" for the rest of the term. B. Salinas seconded the motion. All members approved. Motion carried.

b. Draft President's Letter:

A. Malhotra will work on a draft letter and send it to all members to be approved. He asked everybody to read some samples he emailed to all members as references.

c. Changes to Texas HOA Laws (Mike Botelho, 1617 E. Gastel Cir.):

A letter sent by M. Botelho was passed to all board members and agreed to continue discussing this issue in our next meeting.

d. MM HOA Credit Card for Purchase of supplies / Spares:

This issue will be discussed in our next meeting.

e. Biannual Palm Trees Trimming:

D. King explained the trimming will be done this month.

f. Pond Muck Blocks:

D. King informed this is the time of the year to buy the Pond Muck Blocks to prevent the formation of algae in the pond. P. Bond will take care of this matter.

g. Gazebo / Meeting Room Project:

This issue needs a lot of time for planning and consulting. It will be discussed next meeting.

h. Other Business: None.

8. Adjournment:

A. Malhotra motioned to adjourn the meeting and A. Tunseth seconded the motion to adjourn. Meeting ended at 9:50 am.

Next Meeting: December 16, 2021 at 8:00 at the Pool Area