



**ROCKY CREEK**  
PROPERTY OWNERS ASSOCIATION

**Board of Directors Meeting Minutes  
October 2013**

**Meeting Date:** Tuesday, October 21, 2013

**Location:** 13510 Rocky Creek Estates Drive, Hockley, TX 77447

**Present:**

Denise Murtha, President  
Rick Cummins, Vice President  
Laura Tijerina, Secretary

**Absent:**

Livia Hernandez, Outgoing Treasurer  
Lynn Cummins, Incoming Treasurer  
Jim Hoover, Property Manager

- I. **Call to Order** - Meeting was called to order at 6:10p.
- II. **Establish Quorum** – A quorum was present.
- III. **Approval of Previous Board Meeting Minutes** Rick motioned to approve the June minutes. Laura seconded. Motion was approved.
- IV. **Actions Between Meetings** – Board agreed to move August Meeting to October.
- V. **Presidents Report** – None.
- VI. **Vice President's Report**
  - a. Architectural Control Committee
    - i. Approvals/Requests – There is one home construction in progress.
  - b. Deed Restriction Committee
    - i. Mowing Assessments – number staying at approximately 20 per month; last mow to occur at the end of the month.
- VII. **Secretary**
  - a. New Member Report – 2 new owners since last meeting. Laura to update directory.
  - b. One other owner has requested a payoff for a sale.



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## VIII. Treasurer Report

- a. Financial Report – to be presented at next meeting.
- b. Monthly Assessment Invoices – Treasurer is sending monthly.

## IX. Property Management Report

Gate Code – all codes have been removed except Builder Code and delivery code for Fedex/UPS. Need to place sign at front with Jim's cell phone number for others to access. Denise to order sign.

## X. Current Business

- a. Volunteer Day – moved to Spring 2014.
- b. FY13 Goals Review
  - Assessment collections – done.
  - East Fence – done.
  - Entrance cleanup – done.
  - Lake Gate – done.
  - Website Improvement – Motioned and approved to look into the \$450 website choice. Denise will do this.
  - Lake Improvement – cannot be done at this time; need owner vote.

## XI. New Business

- a. FY14 Goalsetting – Brainstorming:
  - Rick/Lynn – hire bookkeeper to handle Annual Assessments and bookkeeping?
  - Denise – Add 2 Spotlights at Front Entrance?
  - Rick – Remove large bushes at South fence?
- b. Property Owner Letter – Denise to complete 10/23. Denise & Rick to mail. Laura to e-mail.
- c. Annual Assessments – Need to be done Nov 15<sup>th</sup> mail date. Laura to do labels & envelopes. Work date 11/12 at 6pm to complete the mailing.
- d. Mowing 2014 Guidelines – mow by the 10<sup>th</sup> of each month. Assessment mows to be done on the last Thursday of the month. Send notice with Annual Meeting notice. Mowing to begin in March 2014.
- e. Annual Meeting
  - i. Location – HEB – Fairfield Market? Denise to research.
  - ii. Date – Apr 2<sup>nd</sup>, 2014 (Tentative)
  - iii. Officer Elections – President & Property Manager.
  - iv. Meeting Notice to be sent by February 15<sup>th</sup>, 2014.
- f. December Meeting Date and Location – December 17<sup>th</sup> via e-mail.



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- g. Misc – Motion to have front entrance maintained every 2 weeks instead of once a month. All approved. Several street lights out; need to forward info to Jim. Motion to liquid edge all lots. Approved. Motion to have Quadvest lot mowed. Approved. Denise to contact HL1 Landscaping.

**XII. Executive Session**

*The Board may convene an Executive Session, as needed, to consider actions involving personnel, litigation, contract negotiations, enforcement actions, attorney communications or other confidential information as allowed under Texas Property Code section 209.0051.*

**XIII. Adjournment – 7:48pm**