

## Minutes of the meeting of the Chambers Landing HOA Board of Directors, June 30, 2013

Board Members: Mark Abel, President, Lanny Gilliam, Vice-President, Paula Gilliam, Treasurer, Matt Dulworth, Val Minnick  
Other officers: Jane Abel, Secretary; Lori Dulworth, Assistant-Secretary  
Committees: Bylaws: Mark Abel, Chairman,  
Architectural Control: Lanny Gilliam, Matt Dulworth, Bob McWhorter,  
Facilities and Maintenance: Bob McWhorter, Lanny Gilliam  
Communications: Paula Gilliam, Val Minnick, Jane Abel

**Note: Any member of the Chambers Landing HOA is welcome to attend a Board Meeting to observe, but only Board Members have rights to its proceedings.**

1. Mark Abel, President, presided over the first part of this regular meeting of the board, but had to leave at 5 pm. Lanny Gilliam, vice president presided over the remainder of the meeting.
2. Jane Abel, Secretary, recorded the minutes.
3. Board members present were Mark Abel, Lanny Gilliam, Paula Gilliam, Matt Dulworth, and Val Minnick. Jane Abel, Secretary, and Lori Dulworth, Assistant Secretary, and Bob McWhorter, chair of the Maintenance and Facilities Committee were also present.
4. The meeting was hosted by Lori and Matt Dulworth at 287 Paradise Dr at Chambers Landing.
5. Proper notification of the meeting was verified.
6. The minutes of the previous board meeting on 6-02-2013 were approved with one correction. The city where the meeting was held was corrected from Corsicana to Kerens.
7. **Officer reports and committee reports on progress on action items or work done requiring no decision making:**  
Jane Abel, Secretary, reported that
  - the change of mailing address for Chambers Landing HOA was reported to the Comptroller of the State of Texas;
  - Form AP-206 for Franchise Tax Exemption was filed with the State,
  - a notebook has been created collecting copies of Association documents and papers into one place for reference purposes; and
  - electronic copies of files that must be available as open records are being organized so they are easily accessible and files that contain information that are required to be restricted to protect privacy are easily identified for distribution on request.

Paula Gilliam, treasurer, reported that

- the Association's 2013 Budget has been posted on the website;
- the Association had received the payment of the annual assessment from one member
- the Association's bank balance on June 30, 2013: \$9907.05.

Bob McWhorter, chairman of the Facilities and Maintenance Committee reported that he and Lanny had replaced boards on the dock that were curled, that other minor repairs are needed included securing some nails that are not seated well and improving support of the conduit for the dock lights under the dock.

**8. Old Business:**

**Liability Insurance:** Quotes have been requested for consideration. Additionally, quotes for D&O Insurance have been requested from the agent, and he will pass them on to us when they become available. Purchase of a policy will be completed by consensus of the BOD before the next meeting.

Lanny Gilliam will pursue having the Tarrant Region Water District listed as additional insured on our liability insurance policy, and further pursue our dock certification.

Annual assessment letters notifying members of the amount and due date of the annual assessment, for those who had not paid it earlier in the spring, were approved by the board. Pre-addressed envelopes were stuffed with the approved letter at the meeting and prepared for mailing early in the week.

Four documents for use by Chambers Landing HOA were adopted by the BOD to be filed with Navarro County:

- The Management Certificate
- The Document Retention Policy
- The Records Production and Copying Policy
- The Payment Plan Guidelines and Application of Payments Schedule

The Architectural Control Committee was assigned the task of formalizing the Architectural Control Guidelines for the Association.

9. The next board meeting is set for September 15, 2013 at 3 pm, hosted by Lanny and Paula Gilliam at 207 Embarcadero, Kerens, TX.

10. The meeting was adjourned at 6:23 pm.

**Please notify me of any corrections or additions immediately via email to [secretary@chamberslanding.org](mailto:secretary@chamberslanding.org)  
Jane Abel, Secretary**