

**UNIVERSITY HILLS ASSOCIATION OF HOMEOWNERS
REGULAR MONTHLY BOARD OF DIRECTORS MEETING MINUTES
SEPTEMBER 3, 2024**

Members Present

Tom Hopwood
Anna Walther
Rick Lindsey
James Wells
Karen Martin
Lisa Groehler

Ottis Lewis
Kathrine Pennington
Rosemary Robbins

Members Absent

Nell Anne Hunt

Call to Order – President Tom Hopwood called the BoD meeting to order Tuesday, September 3, 2024 at 11:31 a.m. in the Las Colinas Association Boardroom, a quorum of 9 and recording secretary being present.

Secretary – Karen Martin – August 6, 2024 Board Meeting Minutes were approved as corrected.

Treasurer’s Report – Jim Wells – Reports reflecting August ‘24 financials were accepted as presented for financial review.

Signatories at Capital One and Fidelity have been updated. The new laptop purchase running Quickbooks 2019 authorized by the Board last month is completed.

City of Irving Neighborhood Grant – Association received \$1K in August which was applied to stamps expenses; the other \$750 was allocated for Great Flag Caper.

Vice President Administration – Anna Walther – Leadership Development Committee

Following a committee meeting, Anna indicated that an Asst. Treasurer and Volunteer Coordinator are pressing needs while preserving an odd-numbered max of 13 voting directors total. Two director at-large unexpired terms are also open.

On behalf of the Board Development Committee, Anna moved to re-elect former director Suzannah Cronenwett (Mrs. Mark) for immediate service. The motion passed unanimously, with Cronenwett expected to head Volunteer Recruitment/Coordination and bridge City of Irving ties.

On motion made and duly seconded, Karen Martin was elected secretary effective immediately due to a resignation.

Per standard practice and by general consent, directors opted to vet realtor Greys Fuster’s skillset further before inviting her to formally join the board.

'25 Budget Approval – With an additional \$300 designation for Community Outreach (ie shut-in plant gifts) making total expenses \$27,760 of \$28,100 Total Income, the BoD approved the '24-'25 Budget Proposal Worksheet sent in advance.

Event Reports:

- 9/19 Adult Mixer—65 RSVPs so far, only paid members invited.
- 11/12 Annual Meeting—Anna is in town. Costs/program TBD. (*Update:* Rosemary Robbins, IISD President and Liesl Payne, speakers, \$45.)
- 12/8 Deck the Hills—VP & Chair's date recommendation was approved. Rosemary Robbins to join Hunt in booking MacArthur Roving Minstrels ensemble at a max gift of \$100.

Property Appearance: September YOM – Kathy Wilkins & Shawn Brookshire, 709 Rosita St.

New Business:

*Las Colinas Home Tour needs homes, May 17-18, 2025

*Marketing Tools--Following discussion on platforms with info provided Tom by Christina Nguyen, Lisa Groehler (business EVITE usage SME) was tapped to present a proposal on the benefits of a paid Evite subscription as compared to current accounts and RSVP tools.

*Hour-Long Meetings—On the recommendation of Karen Martin to set regular monthly meetings at one hour, the Board voted to begin at 12 Noon effective the October 1 meeting on a trial basis. **It was agreed that advance review and individual printing of agendas and advance reports sent by email prior is an expectation for voluntary boards without staff support. (Budget setting sessions or other topics may be longer as necessary.)** Martin hopes this helps in recruiting new blood, while redeeming 30 minutes for current volunteers.

Adjournment: The president adjourned the meeting at 12:53 p.m. to reconvene at 12 p.m. Tuesday, October 1 for the first Tuesday session in the same location.

Karen K. Martin, Secretary