Opening:

Open meeting of Broadway Village Homeowners Association was called to order at 11:02 am February 2, 2019 in the South Garland Branch Library, Room G by Sam Madden.

Directors and Officers Present:

Sam Madden, Kim Thiehoff, Mark Ryan, Jeff Weaver and Kassandra Garibay

Approval of Agenda:

The agenda was approved unanimously.

Approval of Minutes:

There are no prior Minutes to be approved.

Open Issues:

1. Resignation of Mark Bullard:

   Mr. Bullard’s resignation letter was distributed to present homeowners. A motion was made to nominate Jesse Ayala for position Vice President of Broadway Village Homeowners Association. Motion passed unanimously.

2. Financial Status:

   Transition of banking accounts to BB&T. There are 2 accounts open for Broadway Village Homeowners association an operating account and a dispersal account.

   All dispersed checks must have 2 signatures. Signatures are needed by Sam Madden and another Board Member. Both accounts are interest bearing.

   Total Cash Balance is ~ $194,000. Funds are still in transition; therefore presenting a balance sheet from December would not give a fair assessment.

3. Homeowners Dues:
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Homeowners should have been received their coupon books by mid-February. Dues can be paid several ways: 1. setting up an account on TOPS. 2. Taking coupon book to BB&T branch. 3. Setting up an automatic payment or using a credit card. 4. Mailing in payment to the address in coupon book.

4. Monthly Meetings:
A set day of the week will be made and shared with homeowners.

5. Internal Audit Committee:

Purpose: To investigate Broadway Village Homeowners Association's recent financial history. The conclusion from the 2016 audit determined that an opinion could not be rendered on the numbers present because bank statements were not provided. The previous board transferred funds from North Dallas Bank to Alliance bank; an audit is needed to insure funds were transferred correctly. There is a concern regarding foreclosures that occurred in 2017. Was this a legal foreclosure? Who bought the home at auction? Were the funds generated from the sale of the foreclosed home deposited into the Homeowners Bank account? Why was $13,000 written off as ‘bad debt’?

Jeff Weaver discussed what the audit entails: Tracking down money placed into and removed from the Broadway Village Homeowners Association's financial accounts and what course of action could be taken if any is needed.

6. Motion made to elect members for the internal Audit committee:
Nominated: Sam Madden, Jeff Weaver, Kassandra Garibay, Caroline Mosby and Karen Long.
Motion passed unanimously.

7. Motion to change May meeting to address the Bylaws since a new board was placed in January 2019. Motion passed.

8. Contracts that are currently used at Broadway Village Homeowners Association are under review. (Ground crew, pool management etc.) New bids will be taken for these positions. The board will look at these contracts every 2 years.

9. Status of Lights in the Park:
Kim Thiehoff has contacted the city of Garland regarding the placement of LED street lights. One has been replaced; the other is on our property but has not been installed. Kim was told the light is scheduled to be installed but, no date could be given. Kim also addressed the ruts that
remain after the installation of the LED light in the park; she was transferred to the Parks department and left a message. Kim also addressed the unsightly green boxes on Broadway to see if any repair could be done to make the area more appealing. Kim was transferred to the engineering department to address the boxes.

10. Mark Ryan presented information about TOPS [ONE].

This is a web based accounting, management, and owner engagement program for communication. It provides “board members, homeowners, partners and your management team access to one centralized system.” TOPS [ONE] will “give every homeowner access to their account online 24/7”; financial statements can be generated and homeowner’s dues can be paid using this site. Homeowners can view their Account balance/history, Open validations, Service request, important contact information and much more. It can be accessed on-line or by cell phone. Cost is $350.00 per month verses last Management Company’s cost of $1,100 per month with did not include expenses like making copies etc. TOPS [ONE] will be available to homeowners March 1, 2019. Information regarding TOPS [ONE] will be distributed to homeowners.

11. Playground Presentation:

Kassandra Garibay presented swing set ideas for playground for ages 2-12. Also addressed a seating area for parents and additional waste collection sites for pet owners. Play area will be built in 2 phases and additional playground equipment can be added. Other ideas for our open area included a: Dog Park, garden and basketball court. Ideas for the pool cabana were discussed, it may be built in phases depending on approved design. Discussed security to be placed in cabana and play area. Survey of desired amenities for cabana and play/open area will be sent to homeowners. Adding social activities that could any homeowner could attend was suggested.

Dues will not be increased with these improvements.

12. Homeowners Input on Agenda Items:

The Board will be sending out a survey to homeowners about what is important to discuss at the meetings.

Adjournment:
Broadway Village Homeowners Association
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Meeting was adjourned at 12:45 by Sam Madden

Minutes submitted by: Barbara Sutherland

Approved by: Sam Madden