

**Sky Harbour Homeowners' Association  
2707 Galaxy Street, Granbury, Texas 76049  
October 17<sup>th</sup>, 2022, Board Meeting Minutes**

**Call to Order/Establish Quorum-** Price Ross called the board meeting to order at 7:01 pm with 9 Members present.

*Board Members present: Nathaniel Sonntag, Price Ross, Lisa Waterbury, Keith McGuire, Tiffany Sprong, Debbie McGowen, Rowdy Brown, Anne Riddle, Lorell Staats.*

*Board Members absent: Deborah Edmunds, (1 Open Position).*

**Approval of Minutes-** Nathaniel Sonntag had emailed a copy of the minutes to all board members prior to the board meeting due to the length of them. Tiffany Sprong made a motion to accept the minutes as written, Keith McGuire seconded, motion carried with 7 members approving.

**Secretary Report-** Nathaniel Sonntag had nothing to report.

**Treasurer Report-** Lisa Waterbury went over our accounts. Our P/L from Oct 21 to Sept 22 (-\$8,875.08), prior to roof repair (-\$3,192.08). Net profit income Oct (+\$1,110.03). We have \$32,062.88 in our checking account, this does include the money for the roof repairs (\$22,732.50), After our roof repair we will have \$9,330.28 in our checking account and \$27,032.99 in our reserve account. A/R is at \$74,335.88 we have collected \$3,995.88 since September 19th, 30-60 days is \$16,918, 60-90 days is \$600, over 120 days is \$51,036.50. Lisa Waterbury also went over the job description of what the Treasurer is responsible for. Lisa Waterbury also went over the receipts that get turned in. from now on ALL receipts that get turned in to the office need to have 2 copies, 1 copy goes back to the board member, 1 copy goes to Lisa Waterbury and the original goes to the Office Manager.

**Deed CCR Compliance Report-** Rowdy Brown talked about our compliance list, we have 6 properties on the list, 2 have been added. Out of the 41 properties that Lisa Waterbury had turned in to the office, all but about 4 have been cleaned up or improved.

405 Sky Harbour Court – Pool

2809 Sky Harbour Drive- Carport

329 Capricorn- Manufactured home

House on Galaxy Street is waiting on approval of septic/aerobic from county. Permit was previously approved verbally by Joey Watt; homeowner will get another permit once approved from the county. This property will then have 2 separate addresses.

**Maintenance Report-** Tiffany Sprong went over the recent roof repairs and that they are almost complete. Tiffany Sprong also said the lawn mowers will need to get repaired costing \$719.00. Tiffany Sprong also talked about the pump hose needing to be replumbed and the new pump needing to be secured to the floor, we are waiting on the quote from Serenity Pools. Tiffany Sprong also talked about the shape of our boat dock and boat ramp. Our dock continues to deteriorate as time goes by. Someone asked is it unsafe, Tiffany Sprong answered yes. Tiffany Sprong then talked about the Maintenance Committee which consist of herself, Keith McGuire, and Rowdy Brown. Tiffany Sprong is asking the community for volunteers to be on the committee. Tiffany Sprong then went on to talk about the job

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description of the Maintenance Chairperson. Tiffany Sprong then talked about getting a PM (preventive maintenance) schedule going forward.

**Recreational Report-** Lorell Staats talked about the recreational committee and our clean up and Trunk or Treat plans. The Trunk or Treat will take place on the 29<sup>th</sup> of October, set up will be from 4-5pm and the event will be from 6-9 pm. Lorell Staats also said the Fire Department will join in on this event. Lorell Staats will ask the fire department for barricades to block off the parking lot so no cars will be able to drive through. We will have the inside of the clubhouse decorated, arts and crafts for the kids, a movie playing in the background, drinks and hotdogs and chips, also have the 6pk of sodas that were donated for the ring toss, Lorell Staats plans to have a \$100 budget for this event. Lorell Staats also discussed that all events go through the office and office manager. We have an event coming up in November. On November 19<sup>th</sup> from 9AM till 4PM we will have a craft fair; the vendors can rent a 10' x 10' space for \$10 and they can rent tables for \$5 each. Then from 6PM till 8PM we will have our annual potluck for the community, Lorell Staats plans to have a \$50 budget for this event. Lorell Staats also had called Republic Trash Services and every Friday (as long as you call at least 2 days in advance) is free bulk pick up(2 cubic yards). Daphne McGuire asked Lorell Staats about any prizes for the Trunk or Treat, Lorell Staats answered no prizes this year but instead they will get a certificate. Keith McGuire then made a motion to change Recreational to HOA Events, Tiffany Sprong seconded the motion, motion carried with 8 voting yes.

**Membership Report-** Keith McGuire went over the Membership Committee, he listed the members of the committee as follows: Anne Riddle, Robert Leslie, Tiffany Sprong, and himself. Keith McGuire then went over the responsibility of the committee. Keith McGuire then talked about the Access Card system, and someone was going to be meeting Keith McGuire up at the clubhouse this coming week, also Keith McGuire and a few others will be making a field trip to Spanish Trails to check out the access card system they are already using.

**Old Business- No Old Business.**

**New Business-** Marla Mayo asked to be appointed to the BOD- Marla Mayo introduced herself and talked about why she wanted to become a board member, Keith McGuire asked her if she owned property in Sky Harbour, yes, she does, 605 Lunar Circle. Keith McGuire then asked Marla Mayo if she had looked at any of our supporting documents? Marla Mayo answered yes, she had, Nathaniel Sonntag had emailed them to her prior to the meeting tonight. Lisa Waterbury then asked Marla Mayo what is she interested in doing once a board member? Marla Mayo said the Membership Committee was of interest to her. Debbie McGowen asked Marla Mayo if she was related to any board member that is currently on the BOD? Marla Mayo answered no she is not related to any board member. The position that Marlo Mayo will be taking expires in 2023, Tiffany Sprong then made a motion to accept Marla Mayo as a board member, Debbie McGowen seconded the motion. Motion carried with 8 voting yes. Nathaniel Sonntag will get Marlo Mayo's contact information and get all documents updated.

**Key card/ Gate access-** Daphne McGuire had brought up this key card system back in July, the membership committee will be the one in charge of that to make sure all information about homeowners are correct if we choose this route. After more questions from the homeowners and other board members Keith McGuire will meet with someone this week about it.

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Business Documents- Lisa Waterbury talked more about the business office and any documents that we are using. Lisa Waterbury would like to eliminate weekly/bi-weekly payments plans going forward. Lisa Waterbury would like to keep quarterly, bi-annually, and annually on the payment plan. Rowdy Brown asked why does the HOA absorb the fee for the Credit Cards? Lisa Waterbury then made a motion to change the payment plan, Keith McGuire seconded, motion carried with 9 Yes votes. Lisa Waterbury will then get this document changed and get it filed with the county.

Clubhouse Rental- Lorell Staats will revamp the current rental agreement for the clubhouse.

Key Control- Nathaniel Sonntag talked about key control and how we currently do not have anything that tracks who has what keys. Nathaniel Sonntag will get with each Board Member and get a log together to keep track of the Keys. Nathaniel Sonntag is also looking into getting a keypad lock for one of the clubhouse doors.

**Open Floor-** Emma Gail Parsons asked why was the clean up fee changed? Britney Child said that social media needs to be addressed.

Jacob Gibson is still waiting on an update on his property on Sky Harbour. Jacob Gibson asked why does the Board not video record the board meetings? The BOD answered that it's not required.

Rusty Bowers asked what is our long-term plan for the boat dock?

Rick Lowry asked can a Class C member help the BOD and be able to file documents with the county? Lisa Waterbury will get back to Rick Lowry.

Nathaniel Sonntag then read a letter from a homeowner, this letter was about Debbie McGowen and her actions across social media. After Nathaniel Sonntag read the letter, 7 board members agreed to ask Debbie McGowen to resign and 1 disagreed. Keith McGuire then made a motion to ask Debbie McGowen to remove herself from the BOD, Tiffany Sprong seconded the motion, motion carried with 9 members voting yes. Our second option if Debbie McGowen does not remove herself and keeps going with her actions is to send out a ballot asking for votes from the community. Lorell Staats asked what about a petition? Since Debbie McGowen had left the board meeting early, Lisa Waterbury made a motion to have a closed session meeting next Monday October 24<sup>th</sup> at 7pm, Tiffany Sprong seconded the motion, and the motion carried with 9 members voting yes.

**Adjourn-** Tiffany Sprong made a motion to adjourn the meeting, Lorell Staats seconded, motion carried with 9 members voting yes, meeting adjourned at 8:51PM